



**Lewiston City Council
REGULAR MEETING AGENDA
July 28, 2025 - 6:00 PM
Lewiston City Library – Second Floor Event Space – 411 D Street
Lewiston, Idaho 83501**

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's website at cityoflewiston.org.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

This is an opportunity for individuals wishing to comment on agenda items or other matters they wish to bring to the Council's attention, excluding those scheduled for a public hearing. As there may not be another opportunity to comment once an agenda item is addressed, individuals are encouraged to speak at this time. Individuals are encouraged to discuss operational issues in advance with the Mayor. In consideration of others wishing to speak, commentary is limited to three (3) minutes.

IV. PRESENTATIONS

- A. BUSINESS EXPANSION AND RETENTION (BEAR) UPDATE:** Valley Vision President/CEO Jerry Chavez will present findings from recent Business Expansion and Retention (BEAR) meetings held with local manufacturers
- B. FINANCIAL REPORT - MAY 2025:** Financial report for May 2025, in accordance with Idaho Code § 50-208 - No Oral Report (Finance Director Gordon)
- C. FINANCIAL REPORT - JUNE 2025:** Financial report for June 2025, in accordance with Idaho Code § 50-208 - Oral Report (Finance Director Gordon)

V. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING FOR ZNC25-1:** Accepting testimony on an application by Steve Carlton requesting a zone change from Community Commercial (C-3) Zone and Agricultural Transitional (F-2) Zone to General Commercial (C-4) Zone for a 7.24-acre parcel at 805 Stewart Avenue (Assistant Planner Hollingshead)
- B. FIRST READING OF ORDINANCE 4949:** Considering implementing the City Council's decision in ZNC25-1, declaring that certain real property be removed from the Community Commercial (C-3) Zone and Agricultural Transitional (F-2) Zone to the General Commercial (C-4) Zone and amending the official zoning map of the City of Lewiston (Assistant Planner Hollingshead)

VI. CONSENT AGENDA

All items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a councilor so requests, in which case the item will be removed from the Consent Agenda and considered on the Active Agenda under “Items Moved from the Consent Agenda”.

- A. **CITY COUNCIL MINUTES**: Considering approval of the minutes of the following meetings: 7/7/2025 Work Session and 7/14/2025 Regular - Action Item
- B. **ADVISORY BOARD AND COMMISSION MINUTES**: Accepting the minutes of the following meetings: 5/13/2025 Urban Renewal Agency; 6/18/2025 Library Board of Trustees; and 6/25/2025 Planning and Zoning Commission - Action Item
- C. **VOUCHER'S PAYABLE**: Considering approval of the Voucher's Payable dated 6/13/2025 - 6/26/2025 in the amount of \$4,195,632.81 and 6/27/2025 - 7/10/2025 in the amount of \$2,330,230.46 - Action Item

VII. ACTIVE AGENDA

- A. **ADVISORY BOARD AND COMMISSION APPOINTMENTS**
 - 1. **DISABILITY ADVISORY COMMISSION**: Considering reappointing Eric Peterson to a three (3) year term on the Disability Advisory Commission - Action Item
- B. **CHANGE ORDER #2 – TR011 2025 STREET PRESERVATION – SEAL & FOG COAT (IFB-25-014)**: Considering authorizing the Mayor to sign Change Order #2 in the amount of \$110,071.12, to Herco, Inc., and increasing the total contract amount to \$716,612.33 - Action Item (Public Works Director Johnson)
- C. **COMPENSATION REVIEW COMMITTEE RECOMMENDATION**: Considering the May 12, 2025 recommendation from the Compensation Review Committee on the Mayor and Councilor's salaries in accordance with Lewiston City Code §§ 2-12(b) and 2-22(b) - Action Item (Finance Director Gordon)

VIII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

IX. UNFINISHED AND NEW BUSINESS

- A. **CITY COUNCILOR COMMENTS**: Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.
- B. **CITY BOARDS AND COMMISSIONS LIAISON UPDATES**
- C. **MAYOR COMMENTS**
- D. **AGENDA TOPICS**: - Action Item

X. ADJOURNMENT - Action Item

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact Nikki Province, ADA Coordinator, at least forty-eight (48) hours in advance of the meeting at 208-746-3671 x 6211.

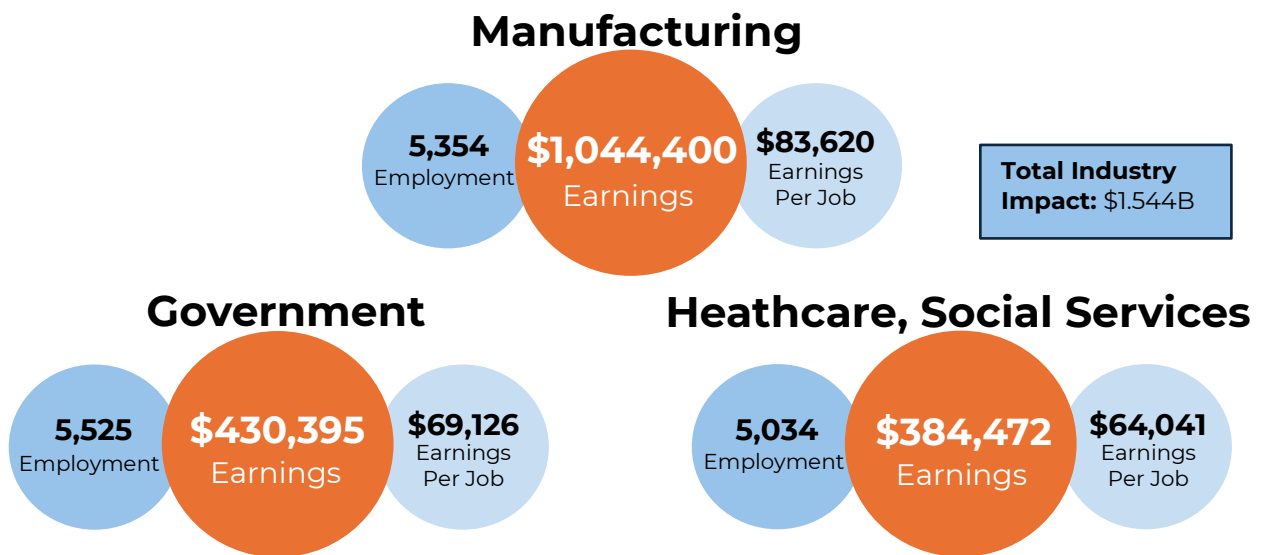
Valley Vision EDC's Business Expansion and Retention (BEAR)

Executive Summary

Key Findings and Condensed Report

Executive Summary:

The BEAR On-Site Visit Summary highlights a diverse range of business interest in the Valley in the manufacturing sector. These companies have shown resilience and growth, particularly in the face of economic challenges. A significant number of businesses are maturing and/or growing, with ongoing product development and a focus on production improvements. While many companies have experienced positive growth, they also face challenges related to workforce availability, housing affordability, and regulatory hurdles. There's a strong emphasis on community involvement and a need for improved infrastructure and services to support continued business expansion.



Condensed Business-Focused Report: BEAR On-Site Visit Summary

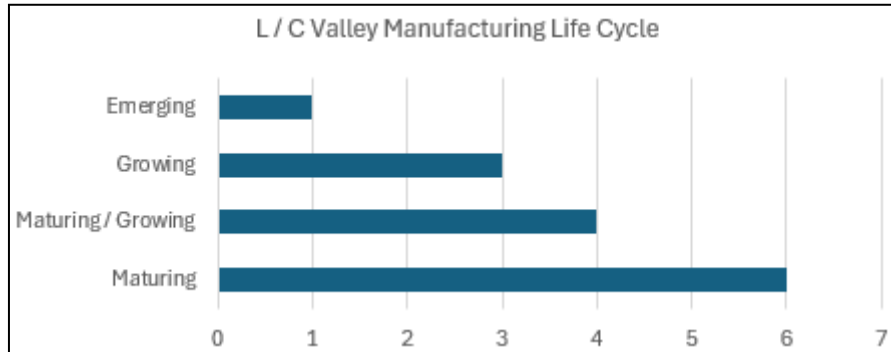
I. Business Performance and Growth:

- **Achievements:**
 - Significant growth in international sales.
 - Successful navigation of pandemic challenges (resource planning, employee retention, ERP implementation).
 - Consistent revenue growth and increased sales efficiency.

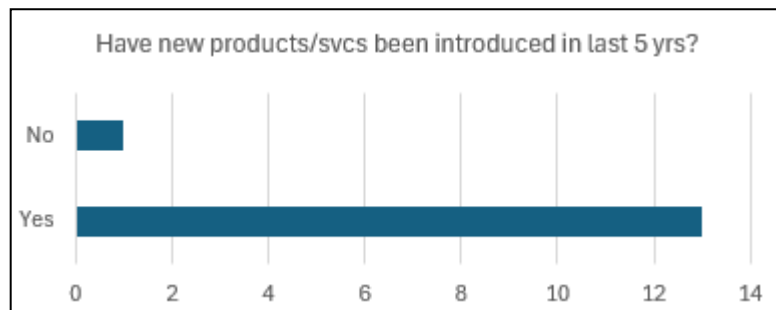
- Expansion of facilities and production improvements and modernization.
- Key achievements included employee retention, sales growth, and facility expansion.

- **Life Cycle and Innovation:**

- Majority of companies are in maturing or growing phases.

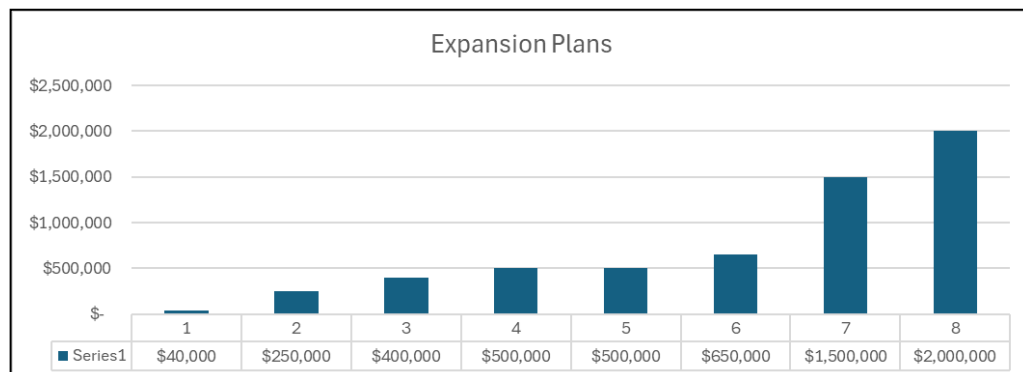


- Most companies introduced new products/services in the last five years and anticipate further innovation in the next two
- R&D focuses heavily on production improvements, with varying levels of investment in new product development.



- **Expansion Plans:**

- Numerous companies (10) are planning expansions (equipment, real estate, job creation), with investments ranging from \$30,000 to \$2 million.
- Investment amounts vary widely, indicating diverse growth strategies.
- Limited industrial property is hindering some expansion plans.



II. Market and Competition:

- **Market Reach:**

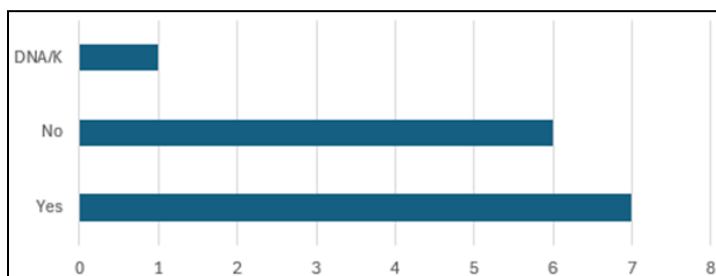
- Companies serve diverse markets (local, regional, national, international).
- Growing international sales presence in various regions (Canada, Australia, Europe, UK.)

- **Competitive Industry Landscape:**

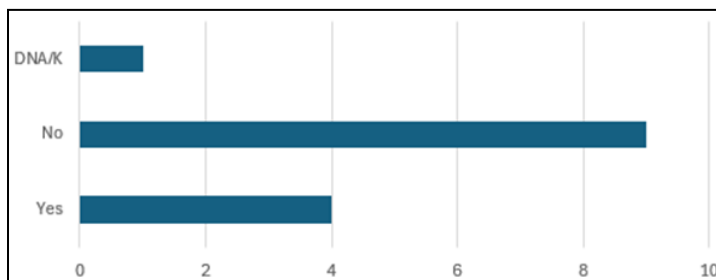
- Competition from both domestic and international sources.
- Concerns about overseas production and lower price points.
- Material availability is a large concern.

- **Expansion Concerns:**

- Regulatory concerns, and economic concerns such as tariffs, and inflation.
- Do you anticipate legislation that would adversely affect business in the next 5 years:



- Do you anticipate positive infrastructure changes seen as a potential benefit in 5 years:



III. Management:

- **Ownership & Management:**

- Most companies reported stable ownership and management.
- Projected employment needs are both stable and increasing.

- **Community Perception:**

- Community strengths: manufacturing expertise, outdoor recreation.
- Community weaknesses: workforce shortages (Lew-4 / Clk-2), housing affordability (Lew-2 / Clk-1), lack of business-friendly policies (Lew-8 / Clk-0)

IV. Workforce and Talent:

- **Workforce Availability and Quality:**

- Significant challenges in finding qualified workers.
- Employee recruitment difficulties for skilled trades, management, and technical positions.
- Housing affordability is a major barrier to attracting and retaining talent.

(Note: Two weeks to hire two open positions, attributable to good wages/hours)

- **Training and Development:**

- Willingness to support workforce training programs.
- Preference for in-house training by some
- Need for training in skilled trades, and manufacturing skills.

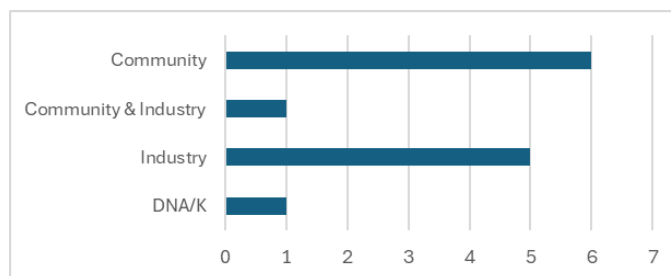
(Note: Build Awareness – Opportunities)

- **Employee Stability:**

- Concerns over employee bouncing, and competition for wages.
- How do you rate the availability of workers in the area? (1=low; 7=high)
 - Average rating of responses: 4.1
- How do you rate the quality of workforce in the area? (1=low; 7=high)
 - Average rating of responses: 3.7
- How do you rate the stability of the workforce in this area? (1=low; 7=high)
 - Average rating of responses: 4.7

- **Employee Recruitment:**

- What are the primary recruitment problems limited to?



V. Infrastructure and Technology:

- **Technology Adoption:**

- Varying levels of technology use across internal operations, production, sales, and marketing.
- Interest in automation and new production technologies.

- **Infrastructure Adequacy:**

- Concerns about technology infrastructure, particularly internet connectivity (lack of fiber).
- Need for improved utility services (internet speed, sewer, infrastructure).
- Road infrastructure concerns, especially in high traffic areas.

- **Utility Services:**

- Concerns over internet speeds, and cost of fiber.
- Concerns over property tax assessments.

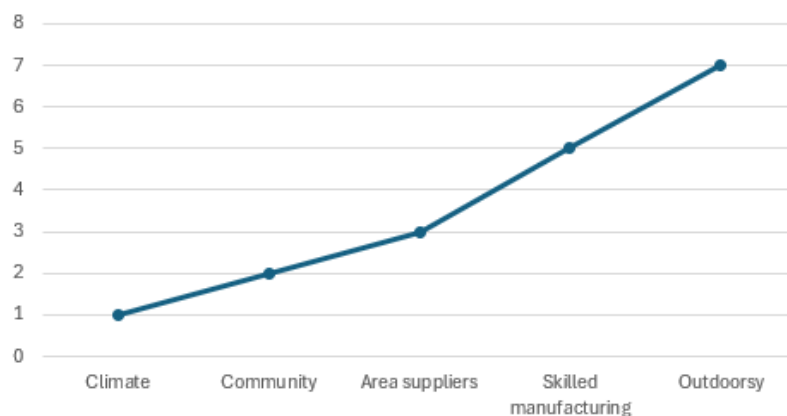
VI. Regulatory and Community Environment:

- **Regulatory Concerns:**

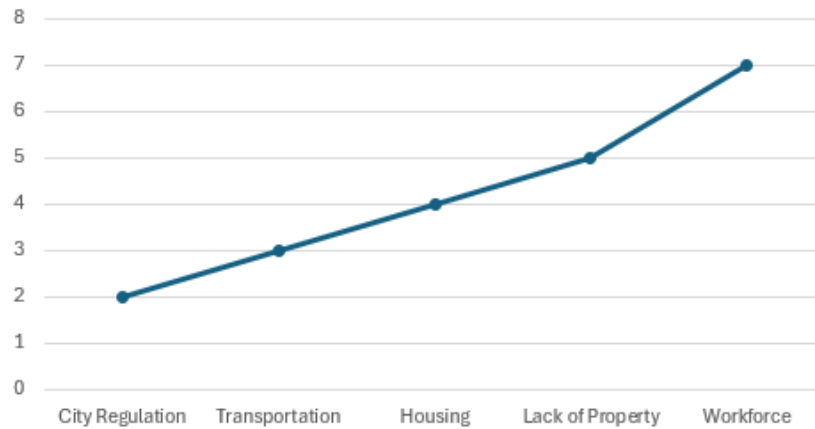
- Anticipation of federal, state, and local legislation changes that may adversely affect business (environmental regulations, firearms legislation).
- Concern over the city of Lewiston not being business friendly.
- Zoning and permitting difficulties

- **Community Strengths and Weaknesses:**

- Strengths: Outdoor recreation, manufacturing expertise, community involvement.



- Weaknesses: Workforce shortages, housing affordability, lack of city/county cooperation, high taxes, and lack of industrial property.



- **Barriers to Growth:**

- Red tape, housing shortages, and lack of reasonable priced industrial land, workforce



- **Community Services:**

- Concerns over property tax assessment, local streets and roads, zoning changes, and airline passenger services.
- Support for local community and social service organizations.

- **Satisfaction rankings: (1=low; 7=high)**

- Utilities
 - Water: 5.7
 - Sewer: 6.1
 - Natural Gas: 6.4
 - Electric: 6.4

- Community Services
 - Police Protection: 6.6
 - Fire Protection: 6.5
 - Ambulance paramedic Service: 6.5
 - Healthcare Service: 5.4
 - Education: 5.5
 - Trucking / Distribution: 5.3
 - Zoning Changes and Building Permits: 4.0
 - Valley Vision, EDC: 5.7

Key Findings:

- Business Growth and Resilience:
 - Many companies reported significant growth in the past three years, with a focus on increasing international sales and adapting to pandemic-related challenges.
 - Employee retention and stability were frequently cited as key achievements.
 - Several businesses are actively expanding, with investments ranging from \$30,000 to \$2 million.
- Product Lifecycle and Innovation:
 - The majority of companies are in the maturing or growing phases of their product lifecycles.
 - Most companies have introduced new products or services in the last five years, and many anticipate further innovation in the next two years.
 - R&D investments vary, with a strong focus on production improvements.
- Market Dynamics:
 - Companies serve a mix of local, regional, national, and international markets.
 - International sales are a component of many businesses, with markets including Canada, Australia, and Europe.
 - Expansion plans are common, but limited commercial/ property is a hinderance, in relation to both available buildings and land.
- Workforce:
 - Workforce availability and quality are significant concerns.
 - Recruitment problems exist for skilled trades, management, and technical positions.

- Housing affordability is a major barrier to attracting and retaining employees.
- Companies would be willing to support workforce training programs, with a preference for in house training
- Some businesses have achieved success by creating a talent pipeline with local workforce development institutions.
- Community and Infrastructure:
 - The community is perceived as having strengths in its outdoor recreation opportunities and manufacturing expertise.
 - Weaknesses include a lack of business-friendly policies, workforce shortages, and housing affordability.
 - Technology infrastructure, particularly internet connectivity, needs improvement.
 - Property tax assessment, local streets and roads, and zoning changes were the community services that received the lowest ratings.
- Regulatory and Economic Factors:
 - Companies are concerned about potential regulatory changes, particularly those related to environmental regulations and firearms.
 - Infrastructure improvements are seen as potential benefits.
 - Availability of materials at the local level is a concern.

Key Recommendations:

- Address workforce challenges through targeted training programs, facilitate communications between businesses and workforce institutions, and initiatives to improve housing affordability.
- Enhance technology infrastructure, particularly broadband internet access.
- Streamline regulatory processes and improve communication between businesses and local government during the development of private business facilities.
- Support infrastructure development to facilitate business expansion.
- Continue to foster community involvement and collaboration.

Valley Vision, EDC has firsthand experience with the city's efficient engagement, which recently enabled a local business to meet critical deadlines. Building upon the feedback from developers, Mr. Chavez offered the following recommendations, previously shared with those developers who initially raised these concerns:

Recommendations to the City of Lewiston:

- "Include property owners on all development-related notes, including those from the Development Review Committee (DRC) or other relevant bodies."
- "Implement a system for gathering satisfaction feedback on the development process from applicants."
- "Develop proposed changes to the development process and circulate them for comment to the development community."

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Eight Months Ended May 31, 2025

[See comment/footnote on last page](#)

GENERAL FUND

UNDEFINED

	<u>MTD</u> <u>REVENUES</u>	<u>YTD</u> <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u> <u>EXPENSES</u>	<u>YTD</u> <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	43,564	2,247,654	5,212,430	43.12%	-	-	-	
Licenses & Permits	269	3,803	6,700	56.76%	-	-	-	
Other	(219)	21,648	1,374,130	1.58%	-	-	-	
Property Tax	109,643	10,384,600	17,233,030	60.26%	-	-	-	
Service Charges	144,072	1,152,576	1,728,860	66.67%	-	-	-	
Interest	50,517	441,307	615,450	71.70%	-	-	-	
Total	\$ 347,846	\$ 14,251,588	\$ 26,170,600	54.46%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 14,873	\$ 117,663	\$ 171,060	68.78%
Supplies & Materials	-	-	-		80	289	1,100	26.23%
Services & Charges	-	-	-		8,472	160,332	310,780	51.59%
Capital	-	-	-		-	-	2,000	0.00%
Total	\$ -	\$ -	\$ -		\$ 23,426	\$ 278,283	\$ 484,940	57.39%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 29,495	\$ 170,209	\$ 267,310	63.67%
Supplies & Materials	-	-	-		-	875	3,050	28.68%
Services & Charges	-	-	-		3,937	35,634	69,630	51.18%
Capital	-	-	-		-	1,753	4,200	41.74%
Total	\$ -	\$ -	\$ -		\$ 33,433	\$ 208,471	\$ 344,190	60.57%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 39,370	\$ 222,253	\$ 351,830	63.17%
Supplies & Materials	-	-	-		176	1,031	8,300	12.42%
Services & Charges	-	-	-		6,536	110,252	213,540	51.63%
Capital	-	-	-		-	-	1,600	0.00%
Total	\$ -	\$ -	\$ -		\$ 46,082	\$ 333,536	\$ 575,270	57.98%

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
LEGAL								
Personnel Services	\$ -	\$ -	\$ -		\$ 30,156	\$ 165,334	\$ 421,430	39.23%
Supplies & Materials	-	-	-		37	446	3,600	12.38%
Services & Charges	-	-	-		20,964	190,985	298,600	63.96%
Capital	-	-	-		-	1,167	2,030	57.49%
Total	\$ -	\$ -	\$ -		\$ 51,156	\$ 357,931	\$ 725,660	49.32%
PARKS & FACILITIES								
Other	\$ 1,393	\$ 5,351	\$ 6,500	82.33%	\$ -	\$ -	\$ -	
Service Charges	404	904	43,000	2.10%	-	-	-	
Personnel Services	-	-	-		176,074	1,082,813	1,890,580	57.27%
Supplies & Materials	-	-	-		20,189	94,032	259,070	36.30%
Services & Charges	-	-	-		76,955	757,348	1,284,330	58.97%
Capital	-	-	-		-	13,747	33,280	41.31%
Total	\$ 1,797	\$ 6,255	\$ 49,500	12.64%	\$ 273,218	\$ 1,947,940	\$ 3,467,260	56.18%
POLICE								
Grants	\$ 1,967	\$ 34,942	\$ 53,500	65.31%	\$ -	\$ -	\$ -	
Other	3,505	33,407	45,500	73.42%	-	-	-	
Service Charges	(1,604)	115,445	259,700	44.45%	-	-	-	
Personnel Services	-	-	-		853,723	4,928,241	8,076,030	61.02%
Supplies & Materials	-	-	-		13,985	120,984	212,580	56.91%
Services & Charges	-	-	-		134,067	855,219	1,296,280	65.97%
Capital	-	-	-		1,145	50,073	166,370	30.10%
Total	\$ 3,868	\$ 183,794	\$ 358,700	51.24%	\$ 1,002,920	\$ 5,954,517	\$ 9,751,260	61.06%
FIRE								
Grants	\$ -	\$ 38,778	\$ 325,000	11.93%	\$ -	\$ -	\$ -	
Intergovernmental	-	203,338	360,000	56.48%	-	-	-	
Licenses & Permits	1,124	18,918	26,000	72.76%	-	-	-	
Other	-	3,888	6,460	60.18%	-	-	-	
Service Charges	278,016	854,136	2,893,000	29.52%	-	-	-	
Personnel Services	-	-	-		861,113	5,559,262	8,924,540	62.29%
Supplies & Materials	-	-	-		17,147	227,245	327,430	69.40%
Services & Charges	-	-	-		144,693	1,143,596	1,532,920	74.60%
Capital	-	-	-		7,115	62,007	329,110	18.84%
Total	\$ 279,139	\$ 1,119,057	\$ 3,610,460	30.99%	\$ 1,030,067	\$ 6,992,110	\$ 11,114,000	62.91%

	MTD <u>REVENUES</u>	YTD <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	MTD <u>EXPENSES</u>	YTD <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
COMMUNITY DEVELOPMENT								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	281,740	1,235,250	1,227,500	100.63%	-	-	-	
Other	-	1,009	5,000	0.00%				
Service Charges	2,100	16,800	26,400	63.64%	-	-	-	
Personnel Services	-	-	-		161,978	931,403	1,487,440	62.62%
Supplies & Materials	-	-	-		1,581	11,194	39,080	28.64%
Services & Charges	-	-	-		18,502	150,853	292,010	51.66%
Capital	-	-	-		-	414	6,970	5.94%
Total	\$ 283,840	\$ 1,253,059	\$ 1,258,900	99.54%	\$ 182,061	\$ 1,093,865	\$ 1,825,500	59.92%
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 4,000	0.00%	\$ -	\$ -	\$ -	
Other	1,405	12,195	26,100	46.72%	-	-	-	
Service Charges	33,665	253,466	453,000	55.95%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		55,453	272,511	476,450	57.20%
Supplies & Materials	-	-	-		6,913	58,148	164,250	35.40%
Services & Charges	-	-	-		10,681	82,867	163,670	50.63%
Capital	-	-	-		-	1,639	6,500	25.22%
Total	\$ 35,070	\$ 265,661	\$ 483,100	54.99%	\$ 73,047	\$ 415,166	\$ 810,870	51.20%
FINANCE								
Service Charges	\$ 19,315	\$ 159,740	\$ 210,000	76.07%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		121,371	720,476	1,218,700	59.12%
Supplies & Materials	-	-	-		5,749	41,491	76,750	54.06%
Services & Charges	-	-	-		17,175	211,562	330,710	63.97%
Capital	-	-	-		1,714	1,714	3,500	48.96%
Total	19,315	159,740	210,000	76.07%	146,008	975,243	1,629,660	59.84%
CONTINGENCY								
Services & Charges			\$ -		\$ -	\$ -	\$ 120,000	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 120,000	0.00%
PROPERTY IMPROVEMENTS								
Other	\$ -	\$ -	\$ 5,300,000	0.00%	\$ -	\$ -	\$ -	
Capital					104,625	227,855	5,680,000	4.01%
Total	\$ -	\$ -	\$ 5,300,000	0.00%	\$ 104,625	\$ 227,855	\$ 5,680,000	4.01%

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
GOLF COURSE								
Service Charges	\$ 23,117	\$ 50,084	\$ 237,100	21.12%	\$ -	\$ -	\$ -	0.00%
Services & Charges	-	-			8,988	105,900	272,840	38.81%
Capital	-	-	-		-	11,690	122,500	9.54%
Total	\$ 23,117	\$ 50,084	\$ 237,100	21.12%	\$ 8,988	\$ 117,590	\$ 395,340	29.74%
OPIOID SETTLEMENT								
Other	\$ -	\$ 22,722	\$ 180,000	0.00%	\$ -	\$ -	\$ -	
Services & Charges	-	-	-		30	14,066	247,180	5.69%
Total	\$ -	\$ 22,722	\$ 180,000	12.62%	\$ 30	\$ 14,066	\$ 247,180	5.69%
INSURANCE TRUST								
Other	\$ -	\$ 824	\$ 25,000	3.30%	\$ -	\$ -	\$ -	
Interest	43	347	500	69.35%	-	-	-	
Supplies & Materials	-	-	-		-	-	-	0.00%
Services & Charges	-	-	-		3,906	493,115	512,730	96.17%
Total	\$ 43	\$ 1,171	\$ 25,500	4.59%	\$ 3,906	\$ 493,115	\$ 512,730	96.17%
UNCOLLECTIBLE ACCOUNTS								
Services & Charges	\$ -	\$ -	\$ -		\$ 16,667	\$ 133,336	\$ 200,000	66.67%
Total	\$ -	\$ -	\$ -	0.00%	\$ 16,667	\$ 133,336	\$ 200,000	66.67%
TOTAL GENERAL FUND	\$ 994,036	\$ 17,313,131	\$ 37,883,860	45.70%	\$ 2,995,635	\$ 19,543,025	\$ 37,883,860	51.6%

	MTD <u>REVENUES</u>	YTD <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	MTD <u>EXPENSES</u>	YTD <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	3,035	12,289	40,000	30.72%	-	-	-	
Property Tax	-	50,000	100,000	50.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	1,677	17,991	20,000	89.96%	-	-	-	
Capital					6,470	268,906	160,000	168.07%
Total	\$ 4,712	\$ 80,280	\$ 160,000	50.17%	\$ 6,470	\$ 268,906	\$ 160,000	168.07%
TRANSPORTATION								
Grants	\$ -	\$ 49,832	\$ 4,822,070	1.03%	\$ -	\$ -	\$ -	
Intergovernmental	-	390,824	990,930	39.44%	-	-	-	
Other	-	5,929	(1,645,440)	-0.36%	-	-	-	
Property Tax	-	1,000,000	2,821,000	35.45%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	24,427	190,617	100,000	190.62%	-	-	-	
Services & Charges	-	-	-		28,936	202,553	347,280	58.33%
Capital	-	-	-		186,804	403,376	6,741,280	5.98%
Total	\$ 24,427	\$ 1,637,203	\$ 7,088,560	23.10%	\$ 215,740	\$ 605,929	\$ 7,088,560	8.55%
LIBRARY								
Other	\$ 20	\$ 13,319	\$ 41,000	32.49%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	140	1,029	1,500	68.62%	-	-	-	
Capital	-	-	-		-	-	42,500	0.00%
Total	\$ 159	\$ 14,349	\$ 42,500	33.76%	\$ -	\$ -	\$ 42,500	0.00%
TOTAL CAPITAL PROJECTS FUND	\$ 29,298	\$ 1,731,831	\$ 7,291,060	23.75%	\$ 222,210	\$ 874,835	\$ 7,291,060	12.0%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ 62,917	\$ 503,333	\$ 790,500	63.67%	\$ -	\$ -	\$ -	
Interest	6,242	44,120	55,000	80.22%	-	-	-	
Supplies & Materials	-	-	-		-	-	500	0.00%
Services & Charges	-	-	-		-	273,354	845,000	32.35%
TOTAL WORKERS COMP FUND	\$ 69,159	\$ 547,453	\$ 845,500	64.75%	\$ -	\$ 273,354	\$ 845,500	32.3%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
WATER FUND								
WATER								
Grants	\$ -	\$ -	\$ 6,700,000	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	65,720	0.00%	-	-	-	
Other	9,079	56,356	2,583,380	2.18%	-	-	-	
Service Charges	632,620	4,594,006	8,478,430	54.18%	-	-	-	
Interest	30,872	271,834	260,000	104.55%	-	-	-	
Personnel Services	-	-	-		276,895	1,592,174	2,444,960	65.12%
Supplies & Materials	-	-	-		89,252	328,246	581,730	56.43%
Services & Charges	-	-	-		292,356	2,498,543	4,009,610	62.31%
Capital	-	-	-		1,761,672	4,272,197	11,051,230	38.66%
TOTAL WATER FUND	\$ 672,572	\$ 4,922,196	\$ 18,087,530	27.21%	\$ 2,420,175	\$ 8,691,160	\$ 18,087,530	48.1%

WASTEWATER FUND								
WASTEWATER								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Intergovernmental	349,291	2,461,881	3,707,910	66.40%	-	-	-	
Other	20,062	240,653	10,992,330	2.19%	-	-	-	
Service Charges	599,869	4,810,462	7,145,690	67.32%	-	-	-	
Interest	88,038	716,788	460,000	155.82%	-	-	-	
Personnel Services	-	-	-		239,065	1,387,486	2,303,490	60.23%
Supplies & Materials	-	-	-		16,800	220,271	565,720	38.94%
Services & Charges	-	-	-		312,956	2,718,338	4,277,910	63.54%
Capital	-	-	-		446,631	3,703,282	15,158,810	24.43%
TOTAL WASTEWATER FUND	\$ 1,057,260	\$ 8,229,784	\$ 22,305,930	36.90%	\$ 1,015,453	\$ 8,029,377	\$ 22,305,930	36.0%

STORMWATER FUND								
STORMWATER								
Grants	\$ -	\$ -	\$ 543,750	0.00%	\$ -	\$ -	\$ -	
Other	-	-	(76,980)	0.00%	-	-	-	
Service Charges	199,265	1,593,244	2,200,000	72.42%	-	-	-	
Interest	7,669	51,522	-	0.00%	-	-	-	
Personnel Services	-	-	-		39,432	212,188	381,890	55.56%
Supplies & Materials	-	-	-		1,678	10,185	112,700	9.04%
Services & Charges	-	-	-		41,131	377,709	910,060	41.50%
Capital	-	-	-		21,900	127,433	1,262,120	10.10%
TOTAL STORMWATER FUND	\$ 206,934	\$ 1,644,766	\$ 2,666,770	61.68%	\$ 104,141	\$ 727,516	\$ 2,666,770	27.3%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
SANITATION FUND								
SANITATION								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Other	6,352	25,695	(17,250)	-148.96%	-	-	-	
Service Charges	600,170	4,970,460	7,391,900	67.24%	-	-	-	
Interest	20,378	176,450	105,000	168.05%	-	-	-	
Personnel Services	-	-	-		57,628	321,649	519,540	61.91%
Supplies & Materials	-	-	-		871	5,462	31,100	17.56%
Services & Charges	-	-	-		580,412	4,184,865	6,559,510	63.80%
Capital	-	-	-		5,585	20,405	369,500	5.52%
TOTAL SANITATION FUND	\$ 626,900	\$ 5,172,605	\$ 7,479,650	69.16%	\$ 644,495	\$ 4,532,381	\$ 7,479,650	60.6%
CEMETERY FUND								
CEMETERY								
Other	\$ 270	\$ 1,650	\$ 144,020	1.15%	\$ -	\$ -	\$ -	
Property Tax	-	50,000	100,000	50.00%	-	-	-	
Service Charges	6,824	26,995	53,650	50.32%	-	-	-	
Interest	1,261	10,750	15,000	71.67%	-	-	-	
Interfund Transfer	-	-	50,000	0.00%	-	-	-	
Personnel Services	-	-	-		10,221	63,800	131,940	48.36%
Supplies & Materials	-	-	-		744	4,592	12,500	36.74%
Services & Charges	-	-	-		14,188	49,355	117,730	41.92%
Capital	-	-	-		-	1,476	100,500	1.47%
TOTAL CEMETERY FUND	\$ 8,355	\$ 89,395	\$ 362,670	24.65%	\$ 25,154	\$ 119,223	\$ 362,670	32.9%
ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ -	\$ 87,986	\$ 450,000	19.55%	\$ -	\$ -	\$ -	
Licenses & Permits	-	25	-	0.00%	-	-	-	
Other	-	39,612	3,489,260	1.14%	-	-	-	
Interest	15,416	132,887	97,500	136.29%	-	-	-	
Capital	-	-	-		27,285	238,786	4,036,760	5.92%
TOTAL ECONOMIC DEVELOPMENT	\$ 15,416	\$ 260,511	\$ 4,036,760	6.45%	\$ 27,285	\$ 238,786	\$ 4,036,760	5.9%

	MTD	YTD				MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>		<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
TRANSPORTATION & ENGINEERING FUND									
TRANSPORTATION									
Grants	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	
Intergovernmental	-	525,009	1,043,890	50.29%		-	-	-	
Licenses & Permits	3,821	12,038	20,000	60.19%		-	-	-	
Other	5,380	94,912	116,970	81.14%		-	-	-	
Property Taxes	-	1,000,000	2,113,620	47.31%		-	-	-	
Service Charges	(2,468)	597,337	1,344,370	44.43%		-	-	-	
Interest	5,965	46,886	35,000	133.96%		-	-	-	
Personnel Services	-	-	-			248,556	1,411,781	2,456,050	57.48%
Supplies & Materials	-	-	-			68,426	194,985	445,770	43.74%
Services & Charges	-	-	-			118,224	1,101,791	1,610,610	68.41%
Capital	-	-	-			-	44,585	161,420	27.62%
TOTAL TRANSPORTATION FUND	\$ 12,697	\$ 2,276,182	\$ 4,673,850	48.70%		\$ 435,206	\$ 2,753,141	\$ 4,673,850	58.9%
LIBRARY FUND									
LIBRARY									
Grants	\$ -	\$ 13,225	\$ 12,000	110.21%		\$ -	\$ -	\$ -	
Intergovernmental	-	-	100	0.00%					
Other	574	10,845	105,500	10.28%					
Property Taxes	-	1,000,000	1,475,500	67.77%					
Service Charges	330	3,628	4,500	80.61%					
Interest	1,823	13,713	20,860	65.74%		-	-	-	
Personnel Services						129,763	727,144	1,190,510	61.08%
Supplies & Materials						11,308	89,890	139,950	64.23%
Services & Charges						17,252	161,538	269,550	59.93%
Capital	-	-	-			695	8,413	18,450	45.60%
TOTAL LIBRARY FUND	\$ 2,726	\$ 1,041,411	\$ 1,618,460	64.35%		\$ 159,018	\$ 986,985	\$ 1,618,460	61.0%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
FLEET MAINTENANCE								
FLEET								
Grants	\$ -	\$ -	\$ 251,200	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	2,974	15,700	18.94%				
Other	314,773	315,255	(385,370)	-82%				
Service Charges	233,973	1,879,992	2,657,790	70.74%				
Interest	6,522	43,859	35,000	125.31%	-	-	-	
Personnel Services					69,527	406,280	630,800	64.41%
Supplies & Materials					14,434	135,609	266,730	50.84%
Services & Charges					68,654	556,061	899,290	61.83%
Capital	-	-	-		-	762,837	777,500	98.11%
TOTAL FLEET MAINTENANCE	\$ 555,268	\$ 2,242,080	\$ 2,574,320	87.09%	\$ 152,615	\$ 1,860,788	\$ 2,574,320	72.3%

INFORMATION SYSTEMS

INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	1,970	10,903	35,350	30.84%	-	-	-	
Service Charges	124,009	995,197	1,488,030	66.88%				
Interest	1,522	11,553	9,550	120.98%	-	-	-	
Personnel Services					85,379	475,456	782,130	60.79%
Supplies & Materials					68	2,230	3,150	70.78%
Services & Charges					47,567	487,869	578,110	84.39%
Capital	-	-	-		7,022	144,941	169,540	85.49%
TOTAL INFORMATION SYSTEMS	\$ 127,501	\$ 1,017,654	\$ 1,532,930	66.39%	\$ 140,037	\$ 1,110,496	\$ 1,532,930	72.4%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ 434,026	\$ (177,970)	\$ 1,220,000	-14.59%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	28,140	242,574	245,000	99.01%				
Services & Charges					100,646	824,002	1,465,000	56.25%
TOTAL POLICE RETIREMENT	\$ 462,166	\$ 64,605	\$ 1,465,000	4.41%	\$ 100,646	\$ 824,002	\$ 1,465,000	56.2%

TRANSIT FUND

TRANSIT								
Grants	\$ 490,507	\$ 703,611	\$ 666,000	105.65%	\$ -	\$ -	\$ -	
Intergovernmental	-	41,179	96,100	42.85%	-	-	-	
Other	-	-	180,690	0.00%	-	-	-	
Property Tax	-	353,500	353,500	100.00%	-	-	-	
Service Charges	3,426	28,307	44,200	64.04%	-	-	-	
Interest	2,307	18,185	18,000	101.03%				
Personnel Services					104,306	625,297	985,430	63.45%
Supplies & Materials	-	-	-		10,037	49,433	90,200	54.80%
Services & Charges					10,666	105,326	204,650	51.47%
Capital	-	-	-		4,208	702,120	78,210	897.74%
TOTAL TRANSIT FUND	\$ 496,240	\$ 1,144,782	\$ 1,358,490	84.27%	\$ 129,217	\$ 1,482,177	\$ 1,358,490	109.1%

CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE								
Other	\$ -	\$ (25,699)	\$ 34,000	-75.58%	\$ -	\$ -	\$ -	
Service Charges	191	808	3,000	26.93%				
Interest	-	14,283	17,000	84.02%				
Services & Charges					-	1,810	4,000	45.26%
Interfund Transfers					-	-	50,000	0.00%
TOTAL PERPETUAL CARE	\$ 191	\$ (10,608)	\$ 54,000	-19.64%	\$ -	\$ 1,810	\$ 54,000	3.4%

GRAND TOTAL OF ALL FUNDS	\$ 5,336,718	\$ 47,687,776	\$ 114,236,780	41.74%	\$ 8,571,287	\$ 52,049,057	\$ 114,236,780	45.56%
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[Citizens are invited to inspect the detailed supporting records of the above financial statements](#)

CITY OF LEWISTON TREASURY REPORT - 05/31/25

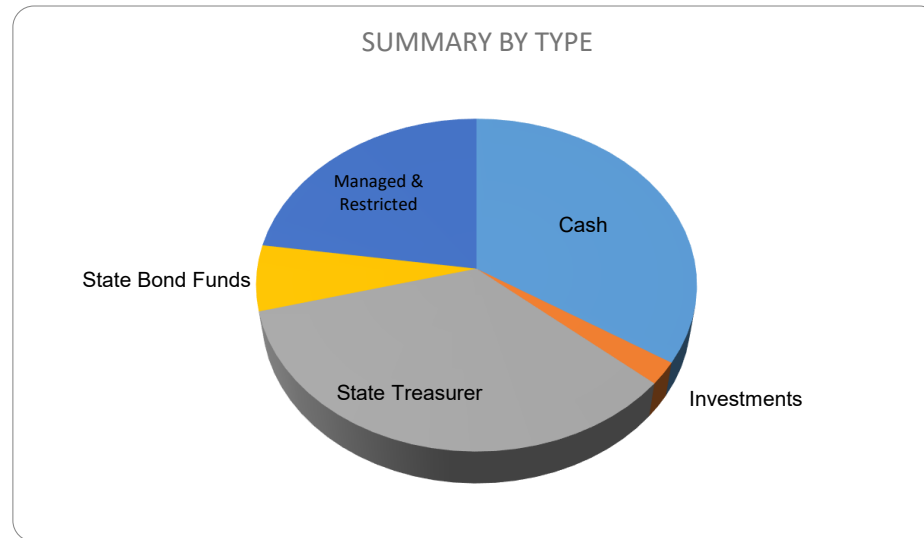
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 3,965,657	\$ -	\$ -	\$ -	\$ 522,833	\$ 4,488,490
	LCCU	-	-	-	-	5	5
	P1FCU	-	253,937	-	-	41	253,978
	ICCU	-	-	-	-	25	25
	FNWCU	-	252,177	-	-	5	252,182
	STATE TREASURER	-	-	4,950,533	3,572,713	-	8,523,247
	UMPQUA	-	-	-	-	612,031	612,031
	ZIONS	-	269,366	-	-	147,545	416,911
	STCU	-	255,411	-	-	-	255,411
GENERAL FUND TOTAL		\$ 3,965,657	\$ 1,030,891	\$ 4,950,533	\$ 3,572,713	\$ 1,282,486	\$ 14,802,280
CAPITAL	WELLS FARGO	3,535,594	-	-	-	-	3,535,594
	STATE TREASURER	-	-	4,240,274	-	-	4,240,274
CAPITAL FUND TOTAL		\$ 3,535,594	\$ -	\$ 4,240,274	\$ -	\$ -	\$ 7,775,868
WORKER'S COMP	WELLS FARGO	339,499	-	-	-	-	339,499
	GLACIER	-	-	-	-	40,000	40,000
	STATE TREASURER	-	-	371	1,706,292	-	1,706,664
WORKER'S COMP FUND TOTAL		\$ 339,499	\$ -	\$ 371	\$ 1,706,292	\$ 40,000	\$ 2,086,163
WATER	WELLS FARGO	4,535,920	-	-	-	497,860	5,033,780
	BANNER BANK	-	-	-	-	252,046	252,046
	STATE TREASURER	-	-	2,802,454	650	831,601	3,634,705
WATER FUND TOTAL		\$ 4,535,920	\$ -	\$ 2,802,454	\$ 650	\$ 1,581,507	\$ 8,920,531
WASTEWATER	WELLS FARGO	8,924,406	-	-	-	713,770	9,638,175
	BANNER BANK	-	-	-	-	1,194,723	1,194,723
	P1FCU	-	-	-	-	-	-
	ICCU	-	253,351	-	-	-	253,351
	STATE TREASURER	-	-	13,555,442	731,360	2,116,318	16,403,120
WASTEWATER FUND TOTAL		\$ 8,924,406	\$ 253,351	\$ 13,555,442	\$ 731,360	\$ 4,024,811	\$ 27,489,370
SANITATION	WELLS FARGO	3,219,451	-	-	-	-	3,219,451
	LCCU	-	262,432	-	-	-	262,432
	P1FCU	-	260,832	-	-	-	260,832
	STATE TREASURER	-	-	2,711,129	-	-	2,711,129
SANITATION FUND TOTAL		\$ 3,219,451	\$ 523,264	\$ 2,711,129	\$ -	\$ -	\$ 6,453,844
STORMWATER	WELLS FARGO	2,461,310	-	-	-	-	2,461,310
STORMWATER FUND TOTAL		\$ 2,461,310	\$ -	\$ -	\$ -	\$ -	\$ 2,461,310

CITY OF LEWISTON TREASURY REPORT - 05/31/25

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
CEMETERY	WELLS FARGO	387,103	-	-	-	-	387,103
CEMETERY FUND TOTAL		\$ 387,103	\$ -	\$ -	\$ -	\$ -	\$ 387,103
ECONOMIC DEVELOPMENT	WELLS FARGO	772,977	-	-	-	-	772,977
	STATE TREASURER			3,352,102			3,352,102
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 772,977	\$ -	\$ 3,352,102	\$ -	\$ -	\$ 4,125,078
TRANSPORTATION	WELLS FARGO	1,043,639	-	-	-	-	1,043,639
	ZIONS	-	270,277	-	-	-	270,277
	STATE TREASURER	-	-	219,906	-	-	219,906
TRANSPORTATION FUND TOTAL		\$ 1,043,639	\$ 270,277	\$ 219,906	\$ -	\$ -	\$ 1,533,822
LIBRARY	WELLS FARGO	486,904	-	-	-	-	486,904
	STATE TREASURER			10,674			10,674
LIBRARY FUND TOTAL		\$ 486,904	\$ -	\$ 10,674	\$ -	\$ -	\$ 497,578
FLEET	WELLS FARGO	1,636,917	-	-	-	-	1,636,917
	STATE TREASURER	-	-	569,085	-	-	569,085
FLEET FUND TOTAL		\$ 1,636,917	\$ -	\$ 569,085	\$ -	\$ -	\$ 2,206,003
IT	WELLS FARGO	274,273	-	-	-	-	274,273
	STATE TREASURER			227,562			227,562
IT FUND TOTAL		\$ 274,273	\$ -	\$ 227,562	\$ -	\$ -	\$ 501,835
POLICE RETIREMENT	US BANK	-	-	-	-	13,350,677	13,350,677
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 13,350,677	\$ 13,350,677
PUBLIC TRANSIT	WELLS FARGO	546,845	-	-	-	-	546,845
PUBLIC TRANSIT FUND TOTAL		\$ 546,845	\$ -	\$ -	\$ -	\$ -	\$ 546,845
PERPETUAL CARE	US BANK	-	-	-	-	1,114,214	1,114,214
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 1,114,214	\$ 1,114,214
GRAND TOTALS		\$ 32,130,495	\$ 2,077,783	\$ 32,639,533	\$ 6,011,016	\$ 21,393,695	\$ 94,252,522

Other Includes: Fiduciary Funds, Equity Buy-in Funds, Funds Reserved for Debt Repayment, Unemployment Reserves and Funds Held in Trust

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
SUMMARY BY BANK	WELLS FARGO	\$ 32,130,495	\$ -	\$ -	\$ -	\$ 1,734,462	\$ 33,864,957
	BANNER BANK	-	-	-	-	1,446,769	1,446,769
	FNWCU	-	252,177	-	-	5	252,182
	ICCU	-	253,351	-	-	25	253,376
	LCCU	-	262,432	-	-	5	262,437
	P1FCU	-	514,769	-	-	41	514,810
	STCU	-	255,411	-	-	-	255,411
	MOUNTAIN WEST	-	-	-	-	40,000	40,000
	STATE TREASURER	-	-	32,639,533	6,011,016	2,947,920	41,598,468
	UMPQUA	-	-	-	-	612,031	612,031
	ZIONS	-	539,643	-	-	147,545	687,188
	US BANK	-	-	-	-	14,464,891	14,464,891
TOTALS		\$ 32,130,495	\$ 2,077,783	\$ 32,639,533	\$ 6,011,016	\$ 21,393,695	\$ 94,252,522



CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Nine Months Ended June 30, 2025

[See comment/footnote on last page](#)

GENERAL FUND

UNDEFINED

	<u>MTD</u> <u>REVENUES</u>	<u>YTD</u> <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u> <u>EXPENSES</u>	<u>YTD</u> <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	1,065,292	3,312,946	5,212,430	63.56%	-	-	-	
Licenses & Permits	435	4,238	6,700	63.25%	-	-	-	
Other	288	21,936	1,374,130	1.60%	-	-	-	
Property Tax	401,014	10,785,614	17,233,030	62.59%	-	-	-	
Service Charges	144,072	1,296,648	1,728,860	75.00%	-	-	-	
Interest	53,767	495,074	615,450	80.44%	-	-	-	
Total	\$ 1,664,868	\$ 15,916,456	\$ 26,170,600	60.82%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 14,873	\$ 132,536	\$ 171,060	77.48%
Supplies & Materials	-	-	-		64	352	1,100	32.03%
Services & Charges	-	-	-		31,052	191,384	310,780	61.58%
Capital	-	-	-		-	-	2,000	0.00%
Total	\$ -	\$ -	\$ -		\$ 45,989	\$ 324,272	\$ 484,940	66.87%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 21,114	\$ 191,323	\$ 267,310	71.57%
Supplies & Materials	-	-	-		242	1,117	3,050	36.61%
Services & Charges	-	-	-		3,184	38,819	69,630	55.75%
Capital	-	-	-		-	1,753	4,200	41.74%
Total	\$ -	\$ -	\$ -		\$ 24,540	\$ 233,012	\$ 344,190	67.70%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 27,449	\$ 249,702	\$ 351,830	70.97%
Supplies & Materials	-	-	-		72	1,103	8,300	13.29%
Services & Charges	-	-	-		32,513	142,764	246,540	57.91%
Capital	-	-	-		229	229	1,600	14.29%
Total	\$ -	\$ -	\$ -		\$ 60,262	\$ 393,799	\$ 608,270	64.74%

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
LEGAL								
Personnel Services	\$ -	\$ -	\$ -		\$ 23,733	\$ 189,067	\$ 421,430	44.86%
Supplies & Materials	-	-	-		51	497	3,600	13.80%
Services & Charges	-	-	-		25,196	216,181	318,600	67.85%
Capital	-	-	-		-	1,167	2,030	57.49%
Total	\$ -	\$ -	\$ -		\$ 48,980	\$ 406,912	\$ 745,660	54.57%
PARKS & FACILITIES								
Other	\$ 9	\$ 5,360	\$ 6,500	82.47%	\$ -	\$ -	\$ -	
Service Charges	18,269	19,173	43,000	44.59%	-	-	-	
Personnel Services	-	-	-		142,964	1,225,777	1,890,580	64.84%
Supplies & Materials	-	-	-		22,811	116,843	259,070	45.10%
Services & Charges	-	-	-		78,631	835,979	1,284,330	65.09%
Capital	-	-	-		512	14,260	33,280	42.85%
Total	\$ 18,278	\$ 24,533	\$ 49,500	49.56%	\$ 244,918	\$ 2,192,858	\$ 3,467,260	63.24%
POLICE								
Grants	\$ 20,819	\$ 55,761	\$ 53,500	104.23%	\$ -	\$ -	\$ -	
Other	5,951	39,357	45,500	86.50%	-	-	-	
Service Charges	143,359	258,804	259,700	99.66%	-	-	-	
Personnel Services	-	-	-		619,787	5,548,028	8,076,030	68.70%
Supplies & Materials	-	-	-		14,103	135,087	214,080	63.10%
Services & Charges	-	-	-		64,352	919,571	1,296,280	70.94%
Capital	-	-	-		215,273	265,345	164,870	160.94%
Total	\$ 170,128	\$ 353,922	\$ 358,700	98.67%	\$ 913,515	\$ 6,868,032	\$ 9,751,260	70.43%
FIRE								
Grants	\$ -	\$ 38,778	\$ 325,000	11.93%	\$ -	\$ -	\$ -	
Intergovernmental	-	203,338	360,000	56.48%	-	-	-	
Licenses & Permits	1,204	20,121	26,000	77.39%	-	-	-	
Other	61	3,948	6,460	61.12%	-	-	-	
Service Charges	412,011	1,266,148	2,893,000	43.77%	-	-	-	
Personnel Services	-	-	-		655,633	6,214,895	8,924,540	69.64%
Supplies & Materials	-	-	-		15,215	242,460	327,430	74.05%
Services & Charges	-	-	-		154,800	1,298,396	1,532,920	84.70%
Capital	-	-	-		182	62,189	329,110	18.90%
Total	\$ 413,276	\$ 1,532,333	\$ 3,610,460	42.44%	\$ 825,830	\$ 7,817,940	\$ 11,114,000	70.34%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
COMMUNITY DEVELOPMENT								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	135,919	1,371,169	1,227,500	111.70%	-	-	-	
Other	-	1,009	5,000	0.00%				
Service Charges	2,100	18,900	26,400	71.59%	-	-	-	
Personnel Services	-	-	-		114,366	1,045,769	1,487,440	70.31%
Supplies & Materials	-	-	-		1,303	12,498	39,080	31.98%
Services & Charges	-	-	-		33,944	184,797	292,010	63.28%
Capital	-	-	-		-	414	6,970	5.94%
Total	\$ 138,019	\$ 1,391,077	\$ 1,258,900	110.50%	\$ 149,613	\$ 1,243,478	\$ 1,825,500	68.12%
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 4,000	0.00%	\$ -	\$ -	\$ -	
Other	8,800	20,995	26,100	80.44%	-	-	-	
Service Charges	27,356	280,822	453,000	61.99%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		32,066	304,578	476,450	63.93%
Supplies & Materials	-	-	-		9,210	67,359	164,250	41.01%
Services & Charges	-	-	-		14,630	97,498	163,670	59.57%
Capital	-	-	-		-	1,639	6,500	25.22%
Total	\$ 36,156	\$ 301,817	\$ 483,100	62.48%	\$ 55,907	\$ 471,073	\$ 810,870	58.09%
FINANCE								
Service Charges	\$ 19,280	\$ 179,020	\$ 210,000	85.25%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		88,922	809,398	1,218,700	66.41%
Supplies & Materials	-	-	-		6,106	47,597	76,750	62.01%
Services & Charges	-	-	-		19,040	230,603	330,710	69.73%
Capital	-	-	-		-	1,714	3,500	48.96%
Total	19,280	179,020	210,000	85.25%	114,068	1,089,311	1,629,660	66.84%
CONTINGENCY								
Services & Charges			\$ -		\$ -	\$ -	\$ 67,000	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 67,000	0.00%
PROPERTY IMPROVEMENTS								
Other	\$ -	\$ -	\$ 5,300,000	0.00%	\$ -	\$ -	\$ -	
Capital					11,950	239,805	5,680,000	4.22%
Total	\$ -	\$ -	\$ 5,300,000	0.00%	\$ 11,950	\$ 239,805	\$ 5,680,000	4.22%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
GOLF COURSE								
Service Charges	\$ 23,117	\$ 73,201	\$ 237,100	30.87%	\$ -	\$ -	\$ -	0.00%
Services & Charges	-	-			8,988	114,888	272,840	42.11%
Capital	-	-	-		-	11,690	122,500	9.54%
Total	\$ 23,117	\$ 73,201	\$ 237,100	30.87%	\$ 8,988	\$ 126,578	\$ 395,340	32.02%
OPIOID SETTLEMENT								
Other	\$ 13,073	\$ 35,795	\$ 180,000	0.00%	\$ -	\$ -	\$ -	
Services & Charges	-	-	-		-	14,066	247,180	5.69%
Total	\$ 13,073	\$ 35,795	\$ 180,000	19.89%	\$ -	\$ 14,066	\$ 247,180	5.69%
INSURANCE TRUST								
Other	\$ -	\$ 824	\$ 25,000	3.30%	\$ -	\$ -	\$ -	
Interest	44	391	500	78.24%	-	-	-	
Supplies & Materials	-	-	-		-	-	-	0.00%
Services & Charges	-	-	-		820	493,935	512,730	96.33%
Total	\$ 44	\$ 1,215	\$ 25,500	4.77%	\$ 820	\$ 493,935	\$ 512,730	96.33%
UNCOLLECTIBLE ACCOUNTS								
Services & Charges	\$ -	\$ -	\$ -		\$ 16,667	\$ 150,003	\$ 200,000	75.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ 16,667	\$ 150,003	\$ 200,000	75.00%
TOTAL GENERAL FUND	\$ 2,496,240	\$ 19,809,371	\$ 37,883,860	52.29%	\$ 2,522,047	\$ 22,065,072	\$ 37,883,860	58.2%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	1,695	13,984	40,000	34.96%	-	-	-	
Property Tax	-	50,000	100,000	50.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	1,639	19,630	20,000	98.15%	-	-	-	
Capital					48,903	317,810	160,000	198.63%
Total	\$ 3,334	\$ 83,614	\$ 160,000	52.26%	\$ 48,903	\$ 317,810	\$ 160,000	198.63%
TRANSPORTATION								
Grants	\$ -	\$ 49,832	\$ 4,822,070	1.03%	\$ -	\$ -	\$ -	
Intergovernmental	100,000	490,824	990,930	49.53%	-	-	-	
Other	-	5,929	(1,645,440)	-0.36%	-	-	-	
Property Tax	-	1,000,000	2,821,000	35.45%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	23,111	213,728	100,000	213.73%	-	-	-	
Services & Charges	-	-	-		28,936	231,489	347,280	66.66%
Capital	-	-	-		152,860	556,236	6,741,280	8.25%
Total	\$ 123,111	\$ 1,760,314	\$ 7,088,560	24.83%	\$ 181,796	\$ 787,725	\$ 7,088,560	11.11%
LIBRARY								
Other	\$ 675	\$ 13,995	\$ 41,000	34.13%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	137	1,166	1,500	77.75%	-	-	-	
Capital	-	-	-		-	-	42,500	0.00%
Total	\$ 812	\$ 15,161	\$ 42,500	35.67%	\$ -	\$ -	\$ 42,500	0.00%
TOTAL CAPITAL PROJECTS FUND	\$ 127,257	\$ 1,859,088	\$ 7,291,060	25.50%	\$ 230,700	\$ 1,105,535	\$ 7,291,060	15.2%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ 62,917	\$ 566,250	\$ 790,500	71.63%	\$ -	\$ -	\$ -	
Interest	6,405	50,525	55,000	91.86%	-	-	-	
Supplies & Materials	-	-	-		-	-	500	0.00%
Services & Charges	-	-	-		35,745	309,099	845,000	36.58%
TOTAL WORKERS COMP FUND	\$ 69,321	\$ 616,774	\$ 845,500	72.95%	\$ 35,745	\$ 309,099	\$ 845,500	36.6%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
WATER FUND								
WATER								
Grants	\$ 173,251	\$ 173,251	\$ 6,700,000	2.59%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	65,720	0.00%	-	-	-	
Other	6,551	62,907	2,583,380	2.44%	-	-	-	
Service Charges	928,020	5,522,026	8,478,430	65.13%	-	-	-	
Interest	27,104	298,938	260,000	114.98%	-	-	-	
Personnel Services	-	-	-		182,977	1,775,151	2,444,960	72.60%
Supplies & Materials	-	-	-		18,960	347,206	579,730	59.89%
Services & Charges	-	-	-		335,357	2,833,900	4,011,610	70.64%
Capital	-	-	-		1,971,659	6,243,856	11,051,230	56.50%
TOTAL WATER FUND	\$ 1,134,925	\$ 6,057,121	\$ 18,087,530	33.49%	\$ 2,508,952	\$ 11,200,113	\$ 18,087,530	61.9%

WASTEWATER FUND								
WASTEWATER								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Intergovernmental	222,467	2,684,349	3,707,910	72.40%	-	-	-	
Other	29,707	270,360	10,992,330	2.46%	-	-	-	
Service Charges	726,201	5,536,663	7,145,690	77.48%	-	-	-	
Interest	88,163	804,951	460,000	174.99%	-	-	-	
Personnel Services	-	-	-		169,241	1,556,726	2,303,490	67.58%
Supplies & Materials	-	-	-		10,942	231,213	564,240	40.98%
Services & Charges	-	-	-		333,805	3,052,143	4,278,490	71.34%
Capital	-	-	-		501,443	4,204,726	15,159,710	27.74%
TOTAL WASTEWATER FUND	\$ 1,066,538	\$ 9,296,322	\$ 22,305,930	41.68%	\$ 1,015,431	\$ 9,044,808	\$ 22,305,930	40.5%

STORMWATER FUND								
STORMWATER								
Grants	\$ -	\$ -	\$ 543,750	0.00%	\$ -	\$ -	\$ -	
Other	-	-	(76,980)	0.00%	-	-	-	
Service Charges	199,630	1,792,874	2,200,000	81.49%	-	-	-	
Interest	7,814	59,336	-	0.00%	-	-	-	
Personnel Services	-	-	-		27,228	239,416	381,890	62.69%
Supplies & Materials	-	-	-		1,789	11,974	112,700	10.62%
Services & Charges	-	-	-		49,624	427,333	910,060	46.96%
Capital	-	-	-		2,527	129,961	1,262,120	10.30%
TOTAL STORMWATER FUND	\$ 207,444	\$ 1,852,210	\$ 2,666,770	69.46%	\$ 81,169	\$ 808,684	\$ 2,666,770	30.3%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
SANITATION FUND								
SANITATION								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Other	4,108	29,803	(17,250)	-172.77%	-	-	-	
Service Charges	651,993	5,622,454	7,391,900	76.06%	-	-	-	
Interest	25,762	202,211	105,000	192.58%	-	-	-	
Personnel Services	-	-	-		46,340	367,988	519,540	70.83%
Supplies & Materials	-	-	-		1,158	6,620	31,100	21.29%
Services & Charges	-	-	-		586,863	4,771,728	6,559,510	72.75%
Capital	-	-	-		3,461	23,866	369,500	6.46%
TOTAL SANITATION FUND	\$ 681,863	\$ 5,854,467	\$ 7,479,650	78.27%	\$ 637,821	\$ 5,170,201	\$ 7,479,650	69.1%
CEMETERY FUND								
CEMETERY								
Other	\$ -	\$ 1,650	\$ 144,020	1.15%	\$ -	\$ -	\$ -	
Property Tax	-	50,000	100,000	50.00%	-	-	-	
Service Charges	8,188	35,183	53,650	65.58%	-	-	-	
Interest	1,185	11,935	15,000	79.57%	-	-	-	
Interfund Transfer	-	-	50,000	0.00%	-	-	-	
Personnel Services	-	-	-		8,798	72,598	131,940	55.02%
Supplies & Materials	-	-	-		(935)	3,657	12,500	29.26%
Services & Charges	-	-	-		10,185	59,541	117,730	50.57%
Capital	-	-	-		-	1,476	100,500	1.47%
TOTAL CEMETERY FUND	\$ 9,373	\$ 98,768	\$ 362,670	27.23%	\$ 18,049	\$ 137,272	\$ 362,670	37.9%
ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ -	\$ 87,986	\$ 450,000	19.55%	\$ -	\$ -	\$ -	
Licenses & Permits	-	25	-	0.00%	-	-	-	
Other	7,701	47,313	3,489,260	1.36%	-	-	-	
Interest	35,940	168,827	97,500	173.16%	-	-	-	
Capital	-	-	-		540,262	779,048	4,036,760	19.30%
TOTAL ECONOMIC DEVELOPMENT	\$ 43,641	\$ 304,152	\$ 4,036,760	7.53%	\$ 540,262	\$ 779,048	\$ 4,036,760	19.3%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
TRANSPORTATION & ENGINEERING FUND								
TRANSPORTATION								
Grants	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Intergovernmental	202,500	727,509	1,043,890	69.69%	-	-	-	
Licenses & Permits	5,165	17,204	20,000	86.02%	-	-	-	
Other	41,736	136,649	116,970	116.82%	-	-	-	
Property Taxes	-	1,000,000	2,113,620	47.31%	-	-	-	
Service Charges	216,602	813,939	1,344,370	60.54%	-	-	-	
Interest	4,467	51,353	35,000	146.72%	-	-	-	
Personnel Services	-	-	-		180,801	1,592,581	2,456,050	64.84%
Supplies & Materials	-	-	-		9,285	204,270	445,770	45.82%
Services & Charges	-	-	-		124,074	1,225,864	1,610,610	76.11%
Capital	-	-	-		343	44,928	161,420	27.83%
TOTAL TRANSPORTATION FUND	\$ 470,471	\$ 2,746,653	\$ 4,673,850	58.77%	\$ 314,502	\$ 3,067,644	\$ 4,673,850	65.6%
LIBRARY FUND								
LIBRARY								
Grants	\$ -	\$ 13,225	\$ 12,000	110.21%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	100	0.00%				
Other	3,030	13,874	105,500	13.15%				
Property Taxes	-	1,000,000	1,475,500	67.77%				
Service Charges	1,052	4,680	4,500	103.99%				
Interest	1,408	15,121	20,860	72.49%	-	-	-	
Personnel Services					93,842	820,986	1,190,510	68.96%
Supplies & Materials					11,483	101,373	139,950	72.44%
Services & Charges					19,382	180,919	269,550	67.12%
Capital	-	-	-		4,970	13,383	18,450	72.54%
TOTAL LIBRARY FUND	\$ 5,490	\$ 1,046,900	\$ 1,618,460	64.68%	\$ 129,677	\$ 1,116,661	\$ 1,618,460	69.0%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
FLEET MAINTENANCE								
FLEET								
Grants	\$ -	\$ -	\$ 251,200	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	2,974	15,700	18.94%				
Other	427	315,682	(385,370)	-82%				
Service Charges	234,519	2,114,511	2,657,790	79.56%				
Interest	6,904	50,763	35,000	145.04%	-	-	-	
Personnel Services					51,211	457,490	630,800	72.53%
Supplies & Materials					14,093	149,702	266,730	56.13%
Services & Charges					69,100	625,162	899,290	69.52%
Capital	-	-	-		54,988	817,825	777,500	105.19%
TOTAL FLEET MAINTENANCE	\$ 241,850	\$ 2,483,930	\$ 2,574,320	96.49%	\$ 189,391	\$ 2,050,179	\$ 2,574,320	79.6%

INFORMATION SYSTEMS

INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	100	11,003	35,350	31.13%	-	-	-	
Service Charges	124,159	1,119,356	1,488,030	75.22%				
Interest	1,586	13,140	9,550	137.59%	-	-	-	
Personnel Services					57,234	532,691	782,130	68.11%
Supplies & Materials					140	2,370	3,450	68.69%
Services & Charges					26,313	514,182	577,810	88.99%
Capital	-	-	-		2,075	147,015	169,540	86.71%
TOTAL INFORMATION SYSTEMS	\$ 125,845	\$ 1,143,499	\$ 1,532,930	74.60%	\$ 85,762	\$ 1,196,258	\$ 1,532,930	78.0%

	MTD	YTD			MTD	YTD		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ 453,138	\$ 275,168	\$ 1,220,000	22.55%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	52,240	294,814	245,000	120.33%				
Services & Charges					100,766	924,769	1,465,000	63.12%
TOTAL POLICE RETIREMENT	\$ 505,378	\$ 569,982	\$ 1,465,000	38.91%	\$ 100,766	\$ 924,769	\$ 1,465,000	63.1%

TRANSIT FUND

TRANSIT								
Grants	\$ -	\$ 703,611	\$ 666,000	105.65%	\$ -	\$ -	\$ -	
Intergovernmental	20,173	61,352	96,100	63.84%	-	-	-	
Other	-	-	180,690	0.00%	-	-	-	
Property Tax	-	353,500	353,500	100.00%	-	-	-	
Service Charges	3,696	32,003	44,200	72.40%	-	-	-	
Interest	2,055	20,240	18,000	112.44%				
Personnel Services					73,863	699,160	985,430	70.95%
Supplies & Materials	-	-	-		7,985	57,418	90,200	63.66%
Services & Charges					14,442	119,769	204,650	58.52%
Capital	-	-	-		54,466	756,586	78,210	967.38%
TOTAL TRANSIT FUND	\$ 25,924	\$ 1,170,706	\$ 1,358,490	86.18%	\$ 150,756	\$ 1,632,933	\$ 1,358,490	120.2%

CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE								
Other	\$ 75,533	\$ 49,834	\$ 34,000	146.57%	\$ -	\$ -	\$ -	
Service Charges	184	992	3,000	33.07%				
Interest	7,223	21,506	17,000	126.50%				
Services & Charges					881	2,692	4,000	67.29%
Interfund Transfers					-	-	50,000	0.00%
TOTAL PERPETUAL CARE	\$ 82,939	\$ 72,332	\$ 54,000	133.95%	\$ 881	\$ 2,692	\$ 54,000	5.0%

GRAND TOTAL OF ALL FUNDS	\$ 7,294,499	\$ 54,982,275	\$ 114,236,780	48.13%	\$ 8,561,910	\$ 60,610,968	\$ 114,236,780	53.06%
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[Citizens are invited to inspect the detailed supporting records of the above financial statements](#)

CITY OF LEWISTON TREASURY REPORT - 6/30/25

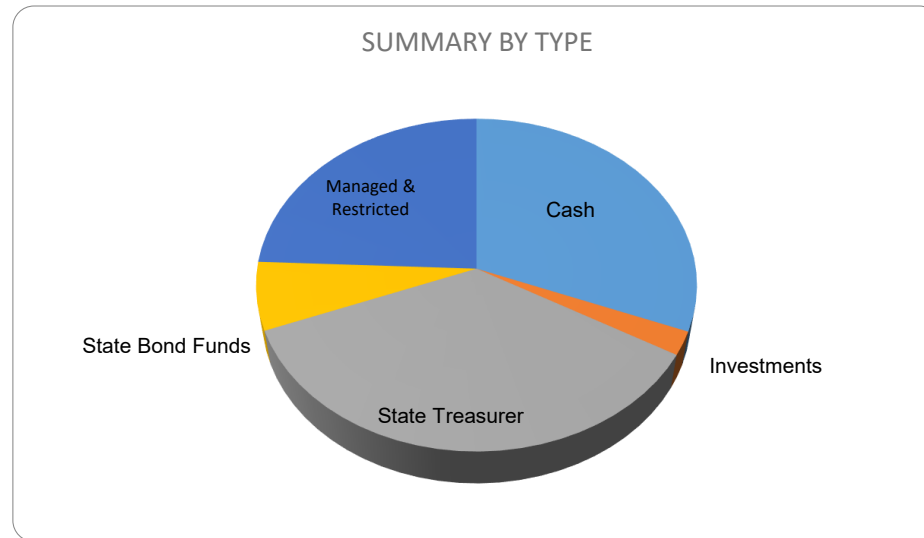
FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 2,857,042	\$ -	\$ -	\$ -	\$ 537,524	\$ 3,394,566
	LCCU	-	-	-	-	5	5
	P1FCU	-	256,217	-	-	41	256,257
	ICCU	-	-	-	-	25	25
	FNWCU	-	254,302	-	-	5	254,307
	STATE TREASURER	-	-	4,968,283	3,584,024	-	8,552,306
	UMPQUA	-	-	-	-	612,031	612,031
	ZIONS	-	270,282	-	-	147,590	417,872
	STCU	-	258,287	-	-	-	258,287
GENERAL FUND TOTAL		\$ 2,857,042	\$ 1,039,088	\$ 4,968,283	\$ 3,584,024	\$ 1,297,221	\$ 13,745,657
CAPITAL	WELLS FARGO	3,344,865	-	-	-	-	3,344,865
	STATE TREASURER	-	-	4,255,477	-	-	4,255,477
CAPITAL FUND TOTAL		\$ 3,344,865	\$ -	\$ 4,255,477	\$ -	\$ -	\$ 7,600,342
WORKER'S COMP	WELLS FARGO	367,672	-	-	-	-	367,672
	GLACIER	-	-	-	-	40,000	40,000
	STATE TREASURER	-	-	373	1,711,694	-	1,712,067
WORKER'S COMP FUND TOTAL		\$ 367,672	\$ -	\$ 373	\$ 1,711,694	\$ 40,000	\$ 2,119,739
WATER	WELLS FARGO	2,839,521	-	-	-	663,813	3,503,334
	BANNER BANK	-	-	-	-	257,038	257,038
	STATE TREASURER	-	-	2,812,502	652	834,583	3,647,736
WATER FUND TOTAL		\$ 2,839,521	\$ -	\$ 2,812,502	\$ 652	\$ 1,755,433	\$ 7,408,108
WASTEWATER	WELLS FARGO	8,861,554	-	-	-	892,212	9,753,766
	BANNER BANK	-	-	-	-	1,209,615	1,209,615
	P1FCU	-	-	-	-	-	-
	ICCU	-	255,904	-	-	-	255,904
	STATE TREASURER	-	-	13,604,042	733,675	2,123,906	16,461,624
WASTEWATER FUND TOTAL		\$ 8,861,554	\$ 255,904	\$ 13,604,042	\$ 733,675	\$ 4,225,733	\$ 27,680,909
SANITATION	WELLS FARGO	3,201,632	-	-	-	-	3,201,632
	LCCU	-	265,366	-	-	-	265,366
	P1FCU	-	263,836	-	-	-	263,836
	STATE TREASURER	-	-	2,720,849	-	-	2,720,849
SANITATION FUND TOTAL		\$ 3,201,632	\$ 529,202	\$ 2,720,849	\$ -	\$ -	\$ 6,451,683
STORMWATER	WELLS FARGO	2,586,884	-	-	-	-	2,586,884
STORMWATER FUND TOTAL		\$ 2,586,884	\$ -	\$ -	\$ -	\$ -	\$ 2,586,884

CITY OF LEWISTON TREASURY REPORT - 6/30/25

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
CEMETERY	WELLS FARGO	377,927	-	-	-	-	377,927
CEMETERY FUND TOTAL		\$ 377,927	\$ -	\$ -	\$ -	\$ -	\$ 377,927
ECONOMIC DEVELOPMENT	WELLS FARGO	264,337	-	-	-	-	264,337
	STATE TREASURER			3,364,120			3,364,120
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 264,337	\$ -	\$ 3,364,120	\$ -	\$ -	\$ 3,628,457
TRANSPORTATION	WELLS FARGO	829,401	-	-	-	-	829,401
	ZIONS	-	270,867	-	-	-	270,867
	STATE TREASURER	-	-	220,694	-	-	220,694
TRANSPORTATION FUND TOTAL		\$ 829,401	\$ 270,867	\$ 220,694	\$ -	\$ -	\$ 1,320,962
LIBRARY	WELLS FARGO	362,679	-	-	-	-	362,679
	STATE TREASURER			10,712			10,712
LIBRARY FUND TOTAL		\$ 362,679	\$ -	\$ 10,712	\$ -	\$ -	\$ 373,391
FLEET	WELLS FARGO	1,748,349	-	-	-	-	1,748,349
	STATE TREASURER	-	-	571,126	-	-	571,126
FLEET FUND TOTAL		\$ 1,748,349	\$ -	\$ 571,126	\$ -	\$ -	\$ 2,319,474
IT	WELLS FARGO	316,740	-	-	-	-	316,740
	STATE TREASURER			228,378			228,378
IT FUND TOTAL		\$ 316,740	\$ -	\$ 228,378	\$ -	\$ -	\$ 545,118
POLICE RETIREMENT	US BANK	-	-	-	-	13,755,289	13,755,289
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 13,755,289	\$ 13,755,289
PUBLIC TRANSIT	WELLS FARGO	415,536	-	-	-	-	415,536
PUBLIC TRANSIT FUND TOTAL		\$ 415,536	\$ -	\$ -	\$ -	\$ -	\$ 415,536
PERPETUAL CARE	US BANK	-	-	-	-	1,196,272	1,196,272
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 1,196,272	\$ 1,196,272
GRAND TOTALS		\$ 28,374,139	\$ 2,095,060	\$ 32,756,555	\$ 6,030,045	\$ 22,269,949	\$ 91,525,749

Other Includes: Fiduciary Funds, Equity Buy-in Funds, Funds Reserved for Debt Repayment, Unemployment Reserves and Funds Held in Trust

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
SUMMARY BY BANK	WELLS FARGO	\$ 28,374,139	\$ -	\$ -	\$ -	\$ 2,093,548	\$ 30,467,688
	BANNER BANK	-	-	-	-	1,466,653	1,466,653
	FNWCU	-	254,302	-	-	5	254,307
	ICCU	-	255,904	-	-	25	255,930
	LCCU	-	265,366	-	-	5	265,371
	P1FCU	-	520,052	-	-	41	520,093
	STCU	-	258,287	-	-	-	258,287
	MOUNTAIN WEST	-	-	-	-	40,000	40,000
	STATE TREASURER	-	-	32,756,555	6,030,045	2,958,489	41,745,089
	UMPQUA	-	-	-	-	612,031	612,031
	ZIONS	-	541,149	-	-	147,590	688,738
	US BANK	-	-	-	-	14,951,561	14,951,561
TOTALS		\$ 28,374,139	\$ 2,095,060	\$ 32,756,555	\$ 6,030,045	\$ 22,269,949	\$ 91,525,749





CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE PUBLIC HEARING FOR ZNC25-1	AGENDA NO. V. A. AGENDA DATE: July 28, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Zone Change application ZNC25-1 is an application submitted by Steve Carlton requesting to rezone approximately 7.24 acres of property located at 805 Stewart Avenue from the Community Commercial, C-3, Zone and Agricultural Transitional, F-2, Zone to the General Commercial, C-4, Zone. This application is in general conformance with the Comprehensive Plan's Future Land Use Map. A public hearing was held by the Planning and Zoning Commission on June 25, 2025 and the Commission recommended approval of the application to City Council.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) None.	
ACTION PROPOSED Approve Zone Change application ZNC25-1.	

LEWISTON CITY COUNCIL
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that the City Council of the City of Lewiston will hold a public hearing on **Monday, July 28, 2025 at 6:00 p.m. in the Second Floor Event Space of the Lewiston City Library at 411 D Street, Lewiston, Idaho.**

The purpose of the hearing is to receive testimony and comments regarding **Zone Change Application ZNC25-1**: An application by Steve Carlton requesting a zone change from Community Commercial (C3) Zone and Agricultural Transitional (F2) Zone to General Commercial (C4) Zone for the 7.24-acre parcel at 805 Stewart Avenue. This application was recommended by the Planning and Zoning Commission on June 25, 2025 for approval by City Council.

Submission of Written Comments: To ensure that written comments can be forwarded to the City Council and relevant staff prior to the hearing, please submit comments no later than **5:00 p.m. on Sunday, July 27, 2025**. Written comments can be submitted by:

- Emailing City Clerk Tanya Brocke at tbrocke@cityoflewiston.org
- Mailing to: City Clerk's Office, PO Box 617, Lewiston, ID 83501

Testimony for public hearings may also be given in-person at the meeting.

For further information on the subject of the hearing, please contact Assistant Planner Katie Hollingshead at khollingshead@cityoflewiston.org or (208) 746-1318 ext. 7261.

All citizens are invited to attend the public hearing on **Monday, July 28, 2025 at 6:00 p.m. in the Second Floor Event Space of the Lewiston City Library at 411 D Street, Lewiston, Idaho.**

Published this 13th day of July 2025.

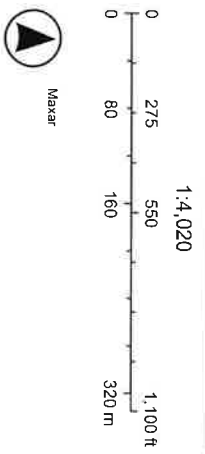
Tanya M. Brocke
City Clerk

City of Lewiston



6/3/2025, 10:04:35 AM

- City Limits
- Primary Street
- URBAN MINOR ARTERIAL
- URBAN COLLECTOR
- Street
- Address
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations
- 1.2m Resolution Metadata



OWNER1	OWNER2	MAIL_ADD1	MAIL_CITY	MAIL_ST	MAIL_ZIP	SITE_ADD
LEWIS DEBRA A &	FISCHER THOMAS R	PO BOX 612	LEWISTON	ID	83501	736 STEWART AVE
MUSSER SAMANTHA &	MUSSER ARTHUR	728 STEWART AVE	LEWISTON	ID	83501	
CARLTON STEVE		1103 BRYDEN AVE	LEWISTON	ID	83501	805 STEWART AVE
COWGER LOREN W &	NIELSEN DONI S	3106 8TH ST	LEWISTON	ID	83501	3106 8TH ST
SCHMIDT INVESTMENTS OF IDAHO	LEW L L C	P O BOX 6430	GREAT FALLS	MT	59406	2981 THAIN GR
BONUCCELLI ROBERT A		4904 S SAINT ANDREWS LN	SPOKANE	WA	99223	810 STEWART AVE
D G PROPERTIES L L C		82 BLACKHAWK CLUB CT	DANVILLE	CA	94506	102 THAIN RD
D G PROPERTIES L L C		82 BLACKHAWK CLUB CT	DANVILLE	CA	94506	114 THAIN RD
JHOREILLY LLC	HOUSER JIM	6605 N DRUMHELLER ST	SPOKANE	WA	99208	105 THAIN RD
SPOONER BENJAMIN L &	SPOONER VICTORIA M	734 STEWART AVE	LEWISTON	ID	83501	734 STEWART AVE
APS EXPRESS LLC		3107 8TH ST	LEWISTON	ID	83501	3107 8TH ST
ZIONS FIRST NATIONAL BANK		PO BOX 54288	LEXINGTON	KY	40555	2997 THAIN GR
YONGE DANIEL T &	YONGE KATHRYN J	247 THAIN RD STE 107	LEWISTON	ID	83501	3109 8TH ST
MCCANN RANCH & LIVESTOCK CO		PO BOX 445	LEWISTON	ID	83501	

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Lewiston Planning and Zoning Commission will conduct a public hearing at which you may provide comments/testimony on

Wednesday June 25, 2025 at 5:30 pm.

**COMMUNITY DEVELOPMENT DEPARTMENT BUILDING
2ND FLOOR MEETING ROOM,
215 D STREET LEWISTON, ID 83501**

Seating will be available on a first-come, first-served basis.

This public hearing will be to determine approval or denial of the following proposal:

PUBLIC HEARING AND SUBSEQUENT DELIBERATION AND DIRECTION TO STAFF REGARDING THE REASONED STATEMENT FOR ZONE CHANGE APPLCIATION ZNC25-1 BY STEVE CARLTON (ACTION ITEM): The applicant requests a zone change from Community Commercial, C3, Zone and Agricultural Transitional, F2, Zone to General Commercial, C4, Zone for the 7.24 acre parcel at 805 Stewart Ave.

FOR FURTHER INFORMATION ABOUT THIS PROPOSAL contact Katie Hollingshead at the Community Development Department at khollingshead@cityoflewiston.org or (208) 746-1318, ext. 7261.

Submission of Written Comments/Testimony: To ensure that written comments can be forwarded to the Planning and Zoning Commission and relevant city staff prior to the hearing, please submit comments/testimony no later than **5:00 p.m. on Tuesday June 24, 2025** by: Emailing dortiz@cityoflewiston.org or mailing to: Dawn Ortiz, Community Development Department, PO Box 617, Lewiston, ID 83501.

Comments/Testimony for public hearings may also be given in-person at the meeting, during the public hearing.

Public Hearing notice publication date: Sunday June 8, 2025.

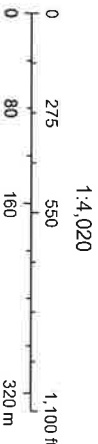
The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact the meeting coordinator, Dawn Ortiz, at least forty-eight (48) hours in advance of the meeting at dortiz@cityoflewiston.org or (208) 746-1318, ext. 7265.

City of Lewiston



6/3/2025, 10:04:35 AM

- City Limits
- Primary Street
- URBAN MINOR ARTERIAL
- URBAN COLLECTOR
- Street
- Address
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
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- 1.2m Resolution Metadata



OWNER1	OWNER2	MAIL_ADD1	MAIL_CITY	MAIL_ST	MAIL_ZIP	SITE_ADD
LEWIS DEBRA A &	FISCHER THOMAS R	PO BOX 612	LEWISTON	ID	83501	736 STEWART AVE
MUSSER SAMANTHA &	MUSSER ARTHUR	728 STEWART AVE	LEWISTON	ID	83501	
CARLTON STEVE		1103 BRYDEN AVE	LEWISTON	ID	83501	805 STEWART AVE
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SCHMIDT INVESTMENTS OF IDAHO	LEW L L C	P O BOX 6430	GREAT FALLS	MT	59406	2981 THAIN GR
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MCCANN RANCH & LIVESTOCK CO		PO BOX 445	LEWISTON	ID	83501	

**STAFF USE ONLY**

Case Number: _____

Hearing Date: _____

APPLICATION FOR ZONE CHANGE

By submitting this application to the City of Lewiston you are entering a quasi-judicial process. As such, you must not discuss the application with any member of the Lewiston Planning and Zoning Commission, or the Lewiston City Council, outside of the public hearing at which this matter will be heard.

APPLICANT INFORMATION

Full Name: Carlton, Steve Date: 5/29/2025
Last First M.I.

Address: 1103 Bryden Ave
Street Address Apartment/Unit #
Lewiston, Idaho, 83501
City State ZIP Code

Phone: 208-791-7681 (Cell) Email steve@stevecarltonconstruction.com

Property Owner: Steve Carlton Phone: 208-791-7681 (Cell)

Property Owner Mailing Address: 1103 Bryden Ave, Lewiston, ID 83501

DESCRIPTION OF PROPERTY

Street Address of Subject Property: 805 Stewart Ave and undeveloped area

Subdivision Name: _____

Block: _____ Lot: _____

OR, if not part of a subdivision, attach a metes and bounds description (See attached)

NATURE OF REQUEST

Change **FROM** Zone District: F2/C3 **TO** Zone District: C4

The Planning and Zoning Commission shall evaluate a requested amendment to a zoning district to determine the nature and extent of the requested change. If it is in accord with the adopted comprehensive plan, the commission may recommend and the council may adopt or reject the requested change. The commission may request documentation of land use impacts, both existing and proposed, through studies, presentations, or other documents, and may require said documentation to be stamped and signed by professionals deemed qualified by the commission.

NOTE: This application is not an application for development. The applicant shall not submit, nor will the city accept for the purpose of processing this application, any potential, intended, or conceptual development plans. Nor shall the applicant describe or otherwise represent or disclose any potential, intended, or conceptual development plans in the submittal of this application. Potential, intended, or conceptual development plans are not a criteria or factor for the hearing body in its consideration of this application and may unduly influence the consideration of this application.

Please provide **WRITTEN** responses to the following questions:

1. What is the Comprehensive Plan Designation of the property and of the adjoining properties? Describe how the requested zoning classification conforms to the adopted Comprehensive Plan map and text.

[See attachment.](#)

2. Describe how the subject land is at least as well suited or is better suited for the proposed zoning district than the existing zoning district.

[See attachment.](#)

3. Describe how the proposed rezone does not present foreseen, immitigable impacts of incompatible uses or development being located in the same vicinity.

[See attachment.](#)

4. Describe how the effects of the proposed rezone are not anticipated to place undue burden upon delivery of services provided by any political subdivision (i.e. taxing entity) within the planning jurisdiction, including school districts.

See attachment.

5. Describe how the size, type, intensity and density of development expected to occur on the subject property as a result of this rezoning is suitable for the area and will not unduly burden the neighborhood, public infrastructure or environmental resources.

See attachment.

6. If the subject property is located within a designated historic district, describe how the requested zone change will not be in conflict with the intents and purposes of Lewiston City Code Chapter 19.5, Historic Districts (A Certificate of Appropriateness from the Lewiston HPC is required).

See attachment.

APPLICANT'S CERTIFICATION

The applicant(s) hereby certifies that the information contained in this application is true and correct to the best of my/our knowledge.

Signature: _____

Date: _____

The Property Owner hereby authorizes this application:

Signature: _____

Date: _____

**** INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED ****

APPLICATION PROCESS

1. The applicant submits the completed application to the Community Development Department requesting the Zone change. The representative of the Department reviews the application for completeness prior to further processing.

ALL MATERIALS INCLUDED IN THE APPLICATION MUST BE PROVIDED AT THIS TIME. INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED.

PLEASE NOTE: By submitting this application to the City of Lewiston, you are entering a quasi-judicial process. As such, you must not discuss the application with any member of the Lewiston Planning and Zoning Commission and/or the Lewiston City Council outside of the public hearing at which this matter will be heard.

2. The Community Development Department sets the public hearing date for the application according to the public hearing schedule. The Planning and Zoning Commission holds public hearings on the second and fourth Wednesday of each month. The Commission will make a recommendation on a zone change application to the City Council, who will also conduct a public hearing on the matter and render the decision. The City Council holds public hearings on the second and fourth Monday of each month. **Completed applications must be submitted at least four weeks prior to the public hearing date.** You will be notified of the hearing date when you submit your application.
3. The Community Development Department notifies all residents within 300 feet of the property for which you are requesting the Zone Change. This notifies them of the nature of your application, the date of the public hearing, and solicits comments from them.
4. The Community Development Department solicits comments from public agencies and City Departments so a recommendation can be made.
5. After all comments have been received, the Community Development Department prepares a staff report and recommendation for the Planning and Zoning Commission. You will receive a copy of this report and recommendation in advance of the meeting.
6. The Planning and Zoning Commission holds a public hearing on the request. The applicant is invited to speak as well as others who wish to provide testimony, whether in support or in opposition, to the request. **IT IS STRONGLY RECOMMENDED THAT YOU BE IN ATTENDANCE AT THIS MEETING.**
7. The Planning and Zoning Commission will make a recommendation to the City Council. This recommendation is forwarded to the City Mayor for submittal to the City Council.
8. The City Council sets a public hearing date, generally several weeks away to allow sufficient time for legal notice. The property owners who received notice for the Planning and Zoning public hearing will again receive notice of the City Council public hearing.
9. The City Council holds a public hearing on the request. If the City Council approves the PUD Amendment request. The City Attorney prepares an ordinance for the Council.
10. At subsequent public meetings, the City Council holds the first, second, and third readings of the Ordinance. Following the third reading and adoption of the Ordinance, the Ordinance is published in the newspaper, after which the PUD Amendment becomes final.

APPLICANT'S CHECKLIST

- ☒ Completed and signed application with supporting documents;
- ☒ Filing fee payable to the City of Lewiston;
- ☒ A correct legal description of the property;
- ☒ A site plan (11" x 17" or 8 ½" x 11") to scale

ZONE CHANGE APPLICATION for LOT LOCATED AT ADDRESS 805 STEWART AVE.

APPLICANT: Steve Carlton

PREFACE STATEMENT:

The subject property lot addressed in this zone change application has dual zone designations. There is a small section of the existing larger lot that is zone C3 (Community Commercial). This is where the old radio station building is located. The remainder of the subject property is zoned F2 (Agricultural Transitional). The applicant is proposing to change the entire lot to a single zone, C4 (General Commercial Zone). See attached "Zone Map-Overall" & "Zone Map-Subject Property" for clarification.

RESPONSES TO ZONE CHANGE APPLICATION QUESTIONS:

1. What is the Comprehensive Plan Designation of the property and the adjoining properties? Describe how the requested zoning classification conforms to the adopted Comprehensive Plan map and text.

The comprehensive plan indicates this lot is within the Community Commercial area.

The proposed change to a C4 (General Commercial) zone designation is in alignment with the comprehensive plan.

The existing F2 (Agricultural Transitional) is not in alignment with the comprehensive plan.

While the existing section of the lot zone C3 is in alignment with the comprehensive plan, the applicant proposes to change the entire lot to a single zone designation. Also, the C4 zone designation allows for additional outright use(s) not available in a C3 zone.

See attachment labeled "Comprehensive Plan Map".

2. Describe how the subject land is at least as well suited or is better suited for the proposed zoning district than the existing district.

The existing zoning district is F2 (Agricultural Transitional Zone), which allows for limited outright use for general farming, single family housing, manufactured home, bed/breakfast facilities and family day care.

The subject land is better suited for the C4 (General Commercial) zoning district to align with the surrounding development and integrate with the city comprehensive plan. This use provides areas to serve the city and regional needs for commercial goods and services, as well as being compatible with adjacent residential development.

3. Describe how the proposed rezone does not present foreseen, immitigable impacts of incompatible uses or development being located in the same vicinity.

The proposed rezone will allow for the opportunity to create smaller commercial lots, blending with the existing commercial and low density residential development surrounding the subject property.

4. Describe how the effects of the proposed rezone are not anticipated to place an undue burden upon delivery of services provided by any political subdivision (i.e. taxing entity) within the planning jurisdiction, including school districts.

The proposed rezone will not place undue burden on the school district as it will encourage commercial business development and provide services for adjacent residential use zones.

All access roads, right-of-way improvements, utility, stormwater and fire protection services required for development of the subject property will be assumed by the developer. Development of the subject properties will only generate tax revenue.

5. Describe how the size, type, intensity and density of development expected to occur on the subject property as a result of this rezoning is suitable for the area and will not unduly burden the neighborhood, public infrastructure or environmental resources.

The development that would occur in a C4 zone would align with the city Comprehensive Plan to encourage economic development, by providing available land for expansion of the commercial business sector.

A C4 zone designation for this lot will provide potential to create some highly sought after commercial view lots and attract developers looking for development opportunities adjacent to Thain Grade. This use zone will also allow for residential development above a grade level commercial use, a use not allowed outright in a C3 zone.

All access roads, right-of-way improvements, utility, stormwater and fire protection services required for development of the subject property will be assumed by the developer.

6. If the subject property is located within a designated historic district, describe how the requested zone change will not be in conflict with the intents and purposes of Lewiston City Code Chapter 19.5, Historic Districts (A Certificate of Appropriateness from the Lewiston HPC is required).

Not applicable.

#7646 L355W0084798 (815.3-308.01 & 308.02) 18-B & 19-A

WARRANTY DEED 547435
12/28/1990

(Cancel #6967)

All of the following property in the County of Nez Perce, State of Idaho, to-Wit:

A parcel of land located in part of the Southeast Quarter of the Northwest Quarter and the Southwest Quarter of the Northeast Quarter of Section 8, Township 35 North, Range 5 WBM, described as follows:

Beginning at the monument located at the intersection of the centerlines of Eighth Street and Stewart Avenue; thence West along the centerline of Stewart Avenue 238.11 feet; thence North $10^{\circ}09'49''$ West 569.55 feet to a 185.00 foot radius curve to the right, having a delta angle of $67^{\circ}36'22''$ and a cord bearing of North $23^{\circ}38'22''$ East 205.85 feet; thence Northeasterly along said curve 218.29 feet; thence North $10^{\circ}09'49''$ West 91.86 feet; thence East 225.01 feet to the West line of Thain Road, said point on a 884.93 foot radius curve to the right, having a delta angle of $22^{\circ}28'$ and a cord bearing of South $22^{\circ}44'00''$ East 344.78 feet; thence Southeasterly along said curve 347.00 feet to the end of said curve; thence South $11^{\circ}30'$ East along the West line of Thain Road 532.30 feet to the centerline of Stewart Avenue; thence West along the centerline of Stewart Avenue 192.10 feet to the Point of Beginning.



SCALE: 1" = 100' — 0"



CARLTON_805ZC-SITE_LEGAL DESCRIPTION.DWG

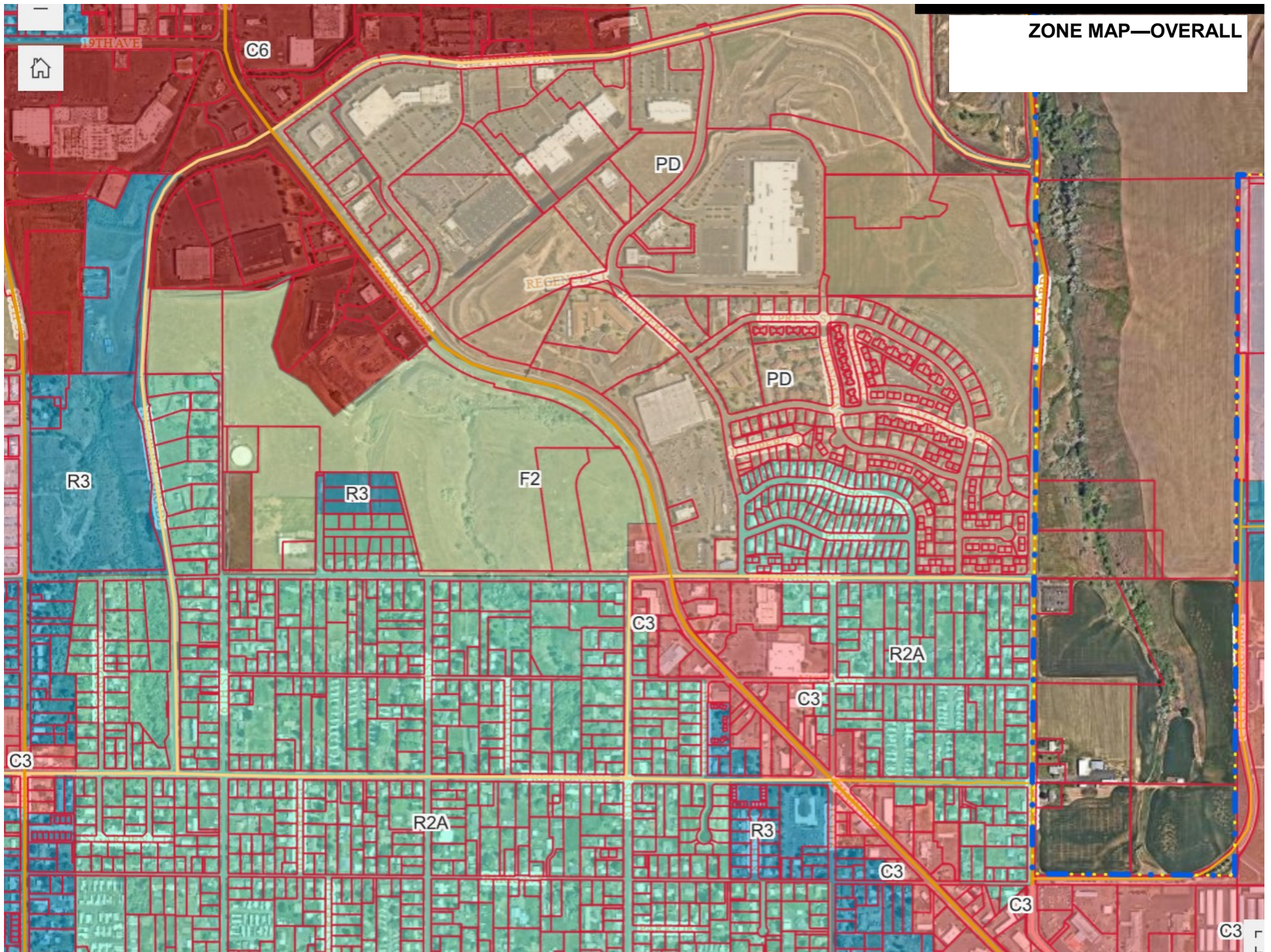
ZONE CHANGE APPLICATION		
805 Stewart Ave.	Lewiston	Idaho
SITE PLAN OF LOT		

 CLEVER FOX ARCHITECTURE	
---	--

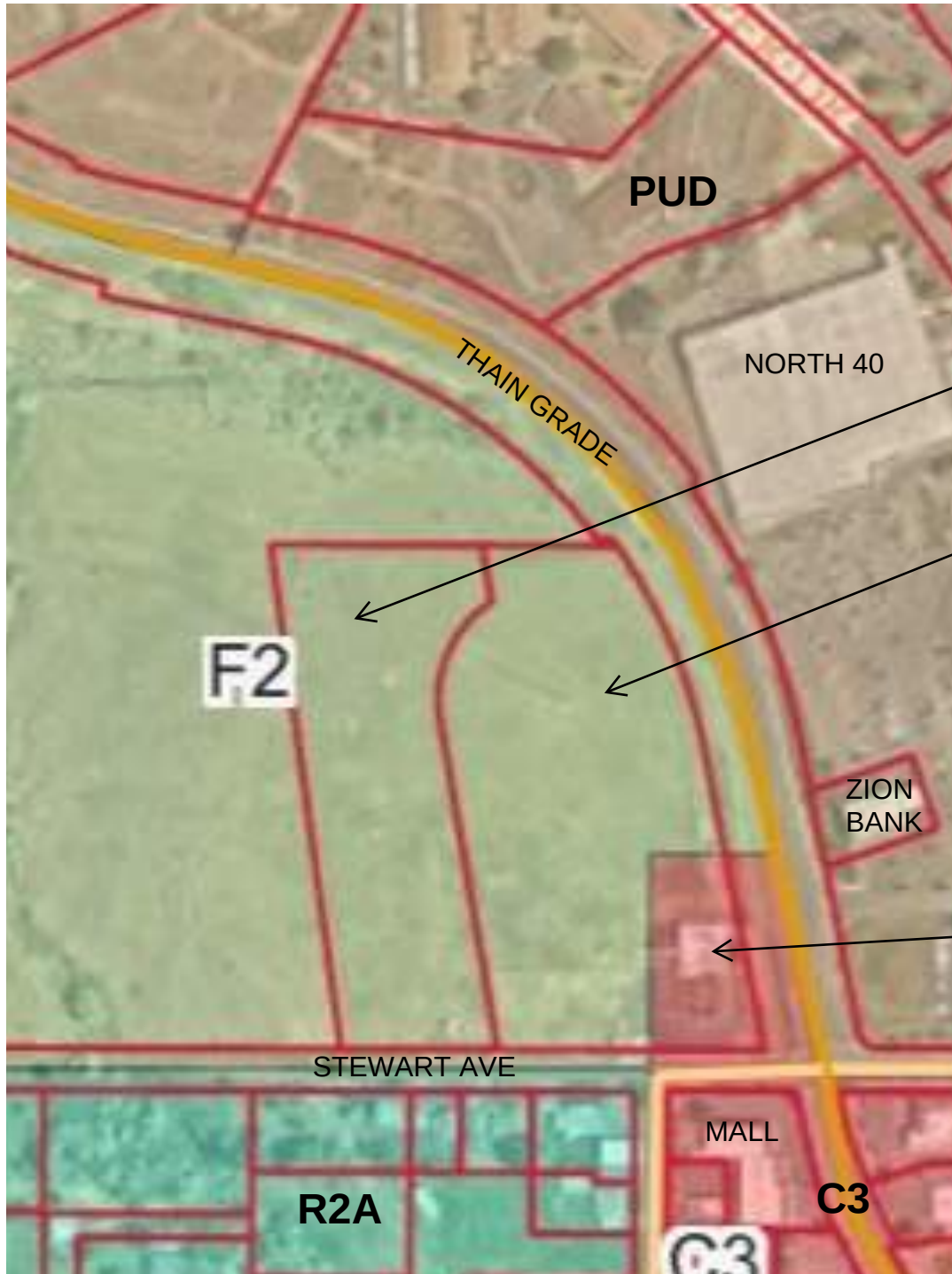
DRAWN BY: MR/KW
CHECKED BY: MR
DATE: 5/29/2025
JOB NO.: 25-05-23
REVISION DATE:

SHEET:
1
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Page 53 of 204

PRELIMINARY ONLY - NOT FOR CONSTRUCTION



ZONE MAP—SUBJECT PROPERTY

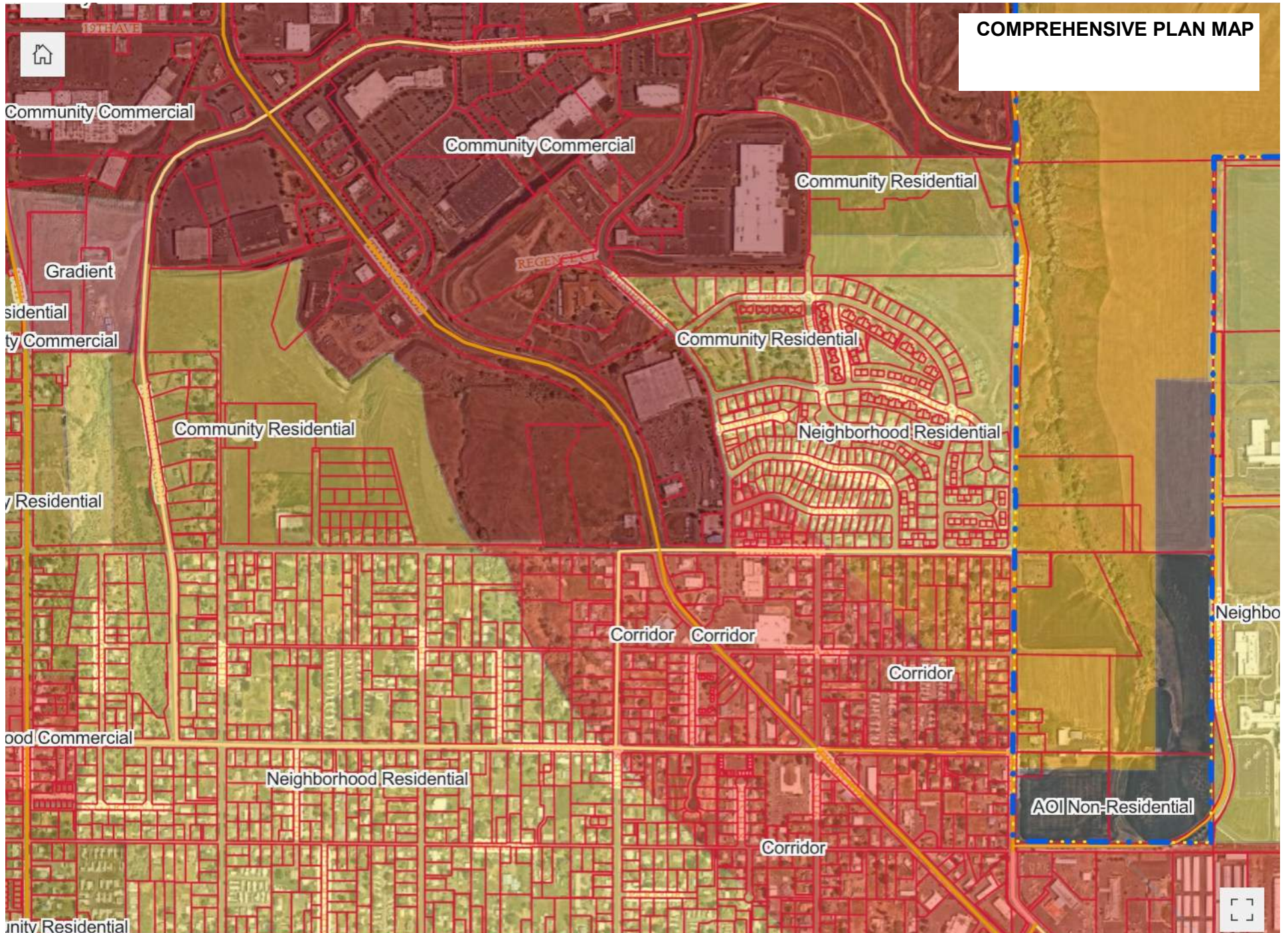


THIS LOT, ALSO OWNED BY THE APPLICANT, IS NOT PART OF THE APPLICATION FOR ZONE CHANGE.

LOT SPECIFIED FOR ZONE CHANGE

THIS EXISTING BUILDING IS A PART OF THE OVERALL LOT (NOT A SEPARATE LOT). THIS SECTION OF THE LOT WAS ZONED C3 TO ACCOMODATE THE EXISTING BUILDING, WHICH WAS USE BY A RADIO STATION. THE BUILDING IS NO LONGER OCCUPIED.

THE ADDRESS OF THIS BUILDING IS 805 STEWART AVE





PLANNER'S STAFF REPORT

COMMUNITY DEVELOPMENT DEPARTMENT

Date: 6/16/2025

Case File Number: ZNC25-1

Applicant:

Steve Carlton
1103 Bryden Avenue
Lewiston, ID 83501

Property Owner:

Steve Carlton
1103 Bryden Avenue
Lewiston, ID 83501

Site Location:

805 Stewart Avenue
Lewiston, ID 83501

Request/Proposal: The applicant requests that a zone change from Community Commercial, C3, Zone and Agricultural Transitional, F2, Zone to General Commercial, C4, Zone for the 7.24 acre parcel at 805 Stewart Avenue.

Subject Property and Surrounding Land Uses:

The subject property is a 7.24 acre parcel that currently contains the former KRLC/Y105 Radio Station and a large portion of vacant land. The subject property is located at the intersection of Stewart Avenue and Thain Grade. Property to the north and west is also vacant land. To the east, across Thain Grade is North 40 retail store, Zions Bank and Rock n' Roll Realty. To the south, across Stewart Avenue is an office complex containing Mann Mortgage, Anytime Fitness and the USDA Service Center. Diagonally across the intersection to the

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southeast is Hopper's Pizza, Grocery Outlet, O'Reilly's Auto Parts and McDonald's.

Related Or Other Pending Discretionary Actions:

None.

Flood Plain, Wetlands, EPA Regulated Site:

NA

Code References:

DIVISION 1. - AGRICULTURAL TRANSITIONAL ZONE F-2

- **Sec. 37-11. - F-2 agricultural transitional zone.**

Purpose. To provide a transition zone from agricultural land uses to residential land use within the city limits where centralized water and sewer are not available.

(Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 2, 10-25-99)

- **Sec. 37-12. - Uses permitted outright.**

In an F-2 zone, the following uses and their accessory uses are permitted outright subject to the provisions of article IV:

(1) Class A manufactured home;

(2) General farming, except feedlots;

(3) Single-family dwelling;

(4) Bed and breakfast facilities, subject to special conditions of [section 37-13.1\(1\)](#) of this Code;

(5) Family day care, subject to special conditions of [section 37-13.1\(2\)](#) of this Code.

(Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 3, 10-25-99; Ord. No. 4322, § 4, 12-9-02; Ord. No. 4742, § 2B, 8-19-19)

- **Sec. 37-13. - Conditional uses permitted.**

In an F-2 zone, the following uses are permitted when authorized in accordance with the standards and requirements in article IX:

(1) Class B manufactured home;

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- (2) Commercial kennels;
 - (3) Public use, or any use conducted by a private company or nonprofit organization that is substantially the same as or substantially similar to a use normally conducted by a public agency;
 - (4) Quarrying when the outer boundary is not located within one thousand (1,000) feet of a dwelling unit other than that of the operator;
 - (5) Recreational vehicle park, subject to the provisions of [chapter 23](#), article II of this Code;
 - (6) Semi-public use, or any use conducted by a private company or nonprofit organization that is substantially the same as or substantially similar to a use normally conducted by a semi-public agency;
 - (7) Group day care, subject to special conditions of [section 37-13.1\(3\)](#) of this Code.
- (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 4, 10-25-99; Ord. No. 4322, § 5, 12-9-02; Ord. No. 4698, § 15, 10-30-17; Ord. No. 4742, § 2C, 8-19-19; Ord. No. 4799, § 1, 3-8-21)

- **Sec. 37-13.1. - Special conditions.**

- (1) *Bed and breakfast facilities.*

(a) The use shall not change the residential character of the dwelling, shall be conducted in such a manner as to not give any outward appearance of a business in the ordinary meaning of the term, shall be conducted so that the average neighbor under normal circumstances would not be aware of its existence, and shall not infringe upon the rights of neighboring residents to enjoy the peaceful occupancy of their homes.

(b) No more than one (1) person, other than members of the family residing on the premises, shall be engaged in the occupation.

(c) Only resident guests of bed and breakfast facilities shall be served meals.

(d) Bed and breakfast facilities shall be limited to five (5) or fewer guestrooms.

(e) One (1) off-street parking space is required for each guestroom of a bed and breakfast facility.

(f) A bed and breakfast facility shall be allowed one (1) sign, no more than four (4) square feet and non-illuminated.

(g) The size of the site is shown to be reasonable for the intended use.

(h) Access to the site meets all applicable ordinances.

(i) The surrounding properties will not otherwise be adversely affected.

(2) *Family day care, one (1) to six (6) children.*

(a) A business license is required in accordance with [chapter 21](#) of this Code.

(b) The size of the site is shown to be reasonable for the intended use.

(c) Access to the site meets all applicable ordinances.

(d) The surrounding properties will not otherwise be adversely affected.

(3) *Group day care, seven (7) to twelve (12) children.*

(a) A business license is required in accordance with [chapter 21](#) of this Code.

(b) The size of the site is shown to be reasonable for the intended use.

(c) Access to the site meets all applicable ordinances.

(d) The surrounding property will not otherwise be adversely affected.

(Ord. No. 4249, § 5, 10-25-99; Ord. No. 4322, § 2, 12-9-02; Ord. No. 4351, § 2, 3-15-04;
Ord. No. 4742, § 2D, 8-19-19; Ord. No. 4753, § 2, 12-14-19)

- **Sec. 37-14. - Lot size.**

The lot size shall be as follows:

(1) For a single-family dwelling, the minimum lot area shall be five (5) acres;

(2) Minimum lot width shall be two hundred (200) feet.

(Ord. No. 4108, § 2, 8-15-94)

- **Sec. 37-15. - Yards.**

Except as provided in article VIII, yards shall be as follows:

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(1) A front yard shall be a minimum of twenty (20) feet;

(2) A side yard shall be a minimum of ten (10) feet, except that on a corner lot, the side yard shall be a minimum of fifteen (15) feet from the property line or thirty (30) feet from the centerline of the street, whichever is greater;

(3) A rear yard shall be a minimum of twenty (20) feet.

(Ord. No. 4108, § 2, 8-15-94)

- **Sec. 37-16. - Height of buildings.**

Buildings shall not exceed a height of thirty-five (35) feet.

(Ord. No. 4108, § 2, 8-15-94)

- **Sec. 37-17. - Lot coverage.**

Buildings shall not cover more than forty (40) percent of the lot.

(Ord. No. 4108, § 2, 8-15-94)

DIVISION 14. - COMMUNITY COMMERCIAL ZONE C-3

- **Sec. 37-67. - Community commercial zone C-3.**

Purpose. To provide for development of commercial and service uses designed to serve community wide needs. Such areas shall provide for uses which because of size, operating characteristics, or need for major street accessibility, may not be suitable in the central business district or local commercial areas. Provisions of this zone shall ensure compatibility of design with any adjacent residential development.

(Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 30, 10-25-99)

- **Sec. 37-68. - Uses permitted outright.**

In a C-3 zone, the following uses and their accessory uses are permitted outright subject to the provisions of article IV:

- (1) Auto, boat, manufactured home, recreational vehicle sales and service;
- (2) Car wash, subject to the special conditions of [section 37-60.1\(1\)](#) of this Code;
- (3) Commercial entertainment facility, subject to the special conditions of [section 37-69.1\(3\)](#) of this Code;
- (4) Day care center, subject to the special conditions of [section 37-20.1\(5\)](#) of this Code;
- (5) Drinking establishments;
- (6) Eating establishments;
- (7) Financial institutions;
- (8) Mini-storage, subject to the special conditions of [section 37-69.1\(1\)](#) of this Code;
- (9) Personal services;
- (10) Preschool, subject to the special conditions of [section 37-20.1\(6\)](#) of this Code;

- (11) Professional and business offices;
 - (12) Public or governmental offices or semi-public uses which uses are similar to other uses permitted outright in this zone;
 - (13) Residential uses legally established as of December 31, 2004;
 - (14) Retail sales and services;
 - (15) Service station, subject to the special conditions of [section 37-60.1\(2\)](#) of this Code;
 - (16) Small animal hospital, clinic or kennel, subject to the special conditions of [section 37-69.1\(2\)](#) of this Code;
 - (17) Repealed by Ord. No. 4742.
 - (18) Repealed by Ord. No. 4742.
 - (19) Repealed by Ord. No. 4753.
 - (20) Church.
- (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 31, 10-25-99; Ord. No. 4322, § 4, 12-9-02; Ord. No. 4346, § 2, 11-17-03; Ord. No. 4390, § 3, 2-14-05; Ord. No. 4531, § 8, 7-13-09; Ord. No. 4742, § 20, 8-19-19; Ord. No. 4753, § 3, 12-14-19)

- Sec. 37-69. - Conditional uses.

In a C-3 zone, the following uses and their accessory uses are permitted when authorized in accordance with the standards and requirements of articles IV and IX:

- (1) Other public use, or any use conducted by a private company or nonprofit organization that is substantially the same as or substantially similar to a use normally conducted by a public agency;
 - (2) Other semi-public use, or any use conducted by a private company or nonprofit organization that is substantially the same as or substantially similar to a use normally conducted by a semi-public agency;
 - (3) Other limited commercial uses which are not permitted outright but which are consistent with the purpose of the C-3 zone, and are not detrimental to any of the outright permitted uses or other existing conditional uses;
 - (4) Recreational vehicle park, subject to the provisions of [chapter 23](#), article II of this Code;
 - (5) Replacement of a nonconforming commercial use located abutting a principal or minor arterial street, as identified in the Lewiston Comprehensive Transportation Plan, subject to standards of [section 37-163\(17\)](#) of this Code;
 - (6) Replacement of a nonconforming residential use not located abutting a principal or minor arterial street, as identified in the Lewiston Comprehensive Transportation Plan, subject to setback and yard requirements of the R-2 Zone;
 - (7) A nonconforming commercial use may expand to bring that use into compliance with the requirements of this chapter, article VII, off-street parking and loading. Such nonconforming commercial use may expand onto a separate parcel containing a conforming use where that parcel is abutting the nonconforming use for purposes of parking only.
- (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 32, 10-25-99; Ord. No. 4328, § 2, 3-24-03; Ord. No. 4346, § 2, 11-17-03; Ord. No. 4698, § 16, 10-30-17; Ord. No. 4753, § 4, 12-14-19; Ord. No. 4799, § 13, 3-8-21)

- Sec. 37-69.1. - Special conditions.

- (1) *Mini-storage*. Where a mini-storage complex abuts a residential use, the portion of the site abutting the residential use shall be fenced and/or landscaped.

The underlying zoning, parking and landscaping standards shall determine the extent to which landscaping and fencing is required.

(a) Where a mini-storage complex abuts a commercial zone, outdoor storage areas must be fenced along the perimeter of the outdoor storage area with a sight-obscuring fence.

(b) Asphalt or Portland cement paving shall be required on all areas designated for vehicular movement, on- or off-loading, or parking.

(c) On-site area for on- and off-loading of vehicles shall be provided so that such operations do not take place on or interfere with public right-of-way.

(d) Exterior security lighting shall be provided.

(2) *Small animal hospital, clinic or kennel.*

(a) The floor of an indoor kennel shall be made or covered with a durable, impervious surface sloped to a floor drain to allow the area to be cleaned and disinfected.

(b) The outdoor dog runs shall be enclosed with fences or walls of a minimum of eight (8) feet in height.

(c) All laws applicable to the public health shall be complied with for the entire period of the operation of the kennel.

(d) Outdoor kennels, play yards or pens associated with the kennel shall be located only in the side or rear yard and shall be set back one hundred (100) feet from any residentially zoned property.

(e) A minimum ten-foot-wide landscaped buffer shall be installed along any side or rear property line adjacent to residentially zoned property. Landscaping shall consist of one (1) one and one-half (1½) inch caliper deciduous tree or one (1) six-foot evergreen tree and five (5) one-gallon shrubs per thirty-five (35) linear feet.

(3) *Commercial entertainment facility.*

(a) The size of the site is shown to be reasonable for the intended use.

(b) Parking and access to the site meets all applicable ordinances.

(c) The surrounding property will not otherwise be adversely affected.

(d) Any exterior lighting shall be directed or shrouded so as to not shine onto any adjacent properties.

(e) Requirements of [chapter 24](#), article II of this Code, noise control and regulation, shall be met.

(f) If located adjacent to residential use property, a sight-obscuring fence, a minimum of six (6) feet in height, or a landscape buffer with a minimum eighty (80) percent opacity rating shall be installed on the perimeter of the portion of the lot abutting the residential use.

(Ord. No. 4249, § 33, 10-25-99; Ord. No. 4399, § 1, 7-11-2005; Ord. No. 4440, § 2, 8-14-06)

Sec. 37-69.2. - Development standards.

In a C-3 zone, the following development standards shall apply and be in force:

(1) *Maximum height for buildings.* Forty-five (45) feet.

(2) *Maximum lot coverage.* None.

(3) *Minimum lot size.* None.

(4) *Minimum front yard.* Twenty (20) feet measured from the front property line or forty-five (45) feet from the center line of the street, whichever is greater.

- (5) *Minimum side yard.* None except fifteen (15) feet when a property abuts a residential zone.
- (6) *Minimum rear yard.* None except fifteen (15) feet when a property abuts a residential zone.
- (7) *Signs.* Signs shall be subject to the restrictions enumerated in the sign ordinance of the city.
- (8) *Off-street parking.* Off-street parking shall be subject to the requirements enumerated in article VII.
- (9) *Minimum screening: Side or rear yards abutting residential zones shall be screened by means of a sight obscuring fence or approved landscaping materials.* Such screening shall be installed prior to the issuance of a certificate of occupancy.
- (Ord. No. 4108, § 2, 8-15-94; [Ord. No. 4920](#), § 3, 8-26-24)

DIVISION 15. - GENERAL COMMERCIAL ZONE C-4

- Sec. 37-70. - General commercial zone C-4.
 - (a) *Purpose.* To provide areas to serve the city and regional needs for commercial goods and services. Such areas shall be compatible with adjacent residential development.

(Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 34, 10-25-99)

- Sec. 37-71. - Uses permitted outright.

In a C-4 zone the following uses and their accessory uses are permitted outright subject to the standards of article IV:

- (1) Auto, boat, manufactured home, recreational vehicle, heavy equipment sales and service;
- (2) Building supply outlet;
- (3) Business or professional offices;
- (4) Car wash, subject to the special conditions of [section 37-60.1\(1\)](#) of this Code;
- (5) Commercial entertainment facility, subject to the special conditions of [section 37-69.1\(3\)](#) of this Code;
- (6) Day care center, subject to the special conditions of [section 37-20.1\(5\)](#) of this Code;
- (7) Eating or drinking establishment;
- (8) Financial institutions;
- (9) Greenhouses and nurseries;
- (10) Laundry and dry cleaners;
- (11) Mini-storage, subject to the special conditions of [section 37-69.1\(1\)](#) of this Code;
- (12) Mortuary;
- (13) Motel/hotel;
- (14) Multifamily residential uses not on the ground floor of a building;
- (15) Personal services;
- (16) Preschool, subject to the special conditions of [section 37-20.1\(6\)](#) of this Code;
- (17) Public or governmental offices or semi-public uses which uses are similar to other uses permitted outright in this zone;
- (18) Residential uses legally established as of December 31, 2004;
- (19) Retail sales and service;

- (20) Service station, subject to the special conditions of [section 37-60.1\(2\)](#) of this Code;
- (21) Repealed by Ord. No. 4742.
- (22) Repealed by Ord. No. 4742.
- (23) Repealed by Ord. No. 4753.
- (24) Veterinary clinic or kennel, subject to the special conditions of [section 37-69.1\(2\)](#) of this Code;
- (25) Recreational vehicle park, subject to the provisions of [chapter 23](#), article II of this Code;
- (26) Church.
- (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 35, 10-25-99; Ord. No. 4322, § 4, 12-9-02; Ord. No. 4346, § 2, 11-17-03; Ord. No. 4390, § 4, 2-14-05; Ord. No. 4398, § 13, 1-9-06; Ord. No. 4531, § 8, 7-13-09; Ord. No. 4698, § 17, 10-30-17; Ord. No. 4742, § 2P, 8-19-19; Ord. No. 4753, § 5, 12-14-19)
- Sec. 37-72. - Conditional uses permitted.

In a C-4 zone, the following uses and their accessory uses are permitted when authorized in accordance with the provisions of articles IV and IX:

- (1) Tire recapping;
- (2) Truck terminal;
- (3) Multifamily residential when located on the ground floor of a structure;
- (4) Wholesale warehouse;
- (5) Adult bookstore;
- (6) Adult theaters;
- (7) Adult entertainment facility;
- (8) Other public use, or any use conducted by a private company or nonprofit organization that is substantially the same as or substantially similar to a use normally conducted by a public agency;
- (9) Other semi-public use, or any use conducted by a private company or nonprofit organization that is substantially the same as or substantially similar to a use normally conducted by a semi-public agency;
- (10) Repealed by Ord. No. 4753.
- (11) Homeless shelter, subject to the standards of [section 37-125](#) of this Code;
- (12) Other general commercial uses which are not permitted outright but which are consistent with the purpose of the C-4 zone, and are not detrimental to any of the outright permitted uses or other existing conditional uses or to nearby residential uses;
- (13) Replacement of a nonconforming commercial use located abutting a principal or minor arterial street, as identified in the Lewiston Comprehensive Transportation Plan, subject to standards of [section 37-163\(17\)](#) of this Code;
- (14) Replacement of a nonconforming residential use not located abutting a principal or minor arterial street, as identified in the Lewiston Comprehensive Transportation Plan, subject to setback and yard requirements of the R-2 zone;
- (15) A nonconforming commercial use may expand to bring that use into compliance with the requirements of this chapter, article VII, off-street parking and loading. Such nonconforming commercial use may expand onto a separate parcel containing a conforming use where that parcel is abutting the nonconforming use for purposes of parking only;
- (16)

Bridge housing shelter, subject to the standards of [section 37-125](#) of this Code; (17)

Transitional housing village, subject to the provisions of [chapter 42](#) of this Code. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 36, 10-25-99; Ord. No. 4328, § 2, 3-24-03; Ord. No. 4346, § 2, 11-17-03; Ord. No. 4689, § 4, 4-24-17; Ord. No. 4753, § 6, 12-14-19; Ord. No. 4799, § 14, 3-8-21; Ord. No. 4838, § 2, 12-13-21; [Ord. No. 4841](#), § 13, 11-14-22)

- Sec. 37-73. - Development standards.

In a C-4 zone, the following development standards shall apply and be in force:

- (1) *Maximum height for buildings.* Sixty (60) feet.
- (2) *Maximum lot coverage.* None.
- (3) *Minimum lot size.* None.
- (4) *Minimum front yard.* None except property abutting Thain Road shall have a twenty-foot minimum.
- (5) *Minimum side yard.* None except fifteen (15) feet when a property abuts a residential zone.
- (6) *Minimum rear yard.* None except fifteen (15) feet when a property abuts a residential zone.
- (7) *Signs.* Signs shall be subject to the restrictions enumerated in the sign ordinance of the city.
- (8) *Off-street parking.* Off-street parking shall be subject to the requirements enumerated in article VII.
- (9) *Minimum screening.* Side or rear yards abutting residential zones shall be screened by means of a sight obscuring fence or approved landscaping materials. Such screening shall be installed prior to the issuance of an occupancy permit.

(Ord. No. 4108, § 2, 8-15-94; [Ord. No. 4920](#), § 4, 8-26-24)

- ec. 37-74. - Reserved.
- Sec. 37-75. - Temporary conditional use.

The purpose of the temporary conditional use in a C-4 zone is to enable a better temporary use of certain existing structures to ease their transition from certain light industrial uses to general commercial uses in compliance with the goals and purposes of the comprehensive plan of the City of Lewiston.

In a C-4 zone, the temporary conditional uses of fabricating and assembly operations may be permitted only if the following conditions have been met:

- (1) The use shall only apply to existing structures and shall be compatible with the existing structures on the subject property. No exterior construction which substantially alters the existing structure shall be permitted by the grant of this conditional use and the building must be inspected by a building official.
- (2) For the purposes of this section, an existing structure is one that was constructed prior to January 1, 1981.
- (3) The use shall be compatible with all uses in existence within the surrounding area in that it will not create an adverse impact on traffic, noise levels, fire safety standards, clean air standards, water purity standards or detract from the nature and character of the surrounding uses.
- (4) The temporary conditional use shall not be granted outright and shall be strictly controlled, subject to such conditions as may be directed by the

commission or the council to insure that the use shall be compatible as set forth in subsection (3) herein.

(5) The temporary conditional use shall be granted only after following the same procedure for conditional uses in accordance with articles IV and IX.

(6) The allowance of a temporary conditional use shall not grant the applicant any permanent rights in the use of the property. The temporary conditional use shall automatically terminate upon the expiration of a period of time to be set by the commission or the council which period of time shall in no event exceed five (5) years. Nothing shall prevent the holder of a temporary conditional use from applying for a new temporary conditional use for the same or similar purposes at, near or after the expiration date of a temporary conditional use granted pursuant to this section. Such an application shall be treated in all respects as a new application.

(7) In any hearing concerning the allowance of a temporary conditional use pursuant to this section, the commission or the council shall consider and make findings and conclusions concerning the following:

- a. Specific findings with respect to subsections (1) through (6) of this section; and
 - b. The nature and extent of the temporary conditional use shall be specifically set forth by the commission and the council and no implied use shall arise therefrom; and
 - c. That the trend of the use of the area to general commercial use will not be impeded by the length of time for which the temporary conditional use is allowed.
- (Ord. No. 4108, § 2, 8-15-94)

ARTICLE XII. AMENDMENTS

Sec. 37-178. Authorization to initiate amendments.

An amendment to the text of this chapter or to the official zoning map may be initiated by the council, by the commission, or by the property owner. A property owner may initiate a request for an amendment by filing an application with the community development department using forms prescribed in Article XIII. The application shall be submitted at least twenty (20) working days prior to the meeting of the planning and zoning commission at which it will be considered. (Ord. No. 4108, § 2, 8-15-94)

Sec. 37-179. Public hearing and records of amendments.

The commission shall hold a public hearing on every requested change in zoning district boundaries in accordance with section [37-184](#) of this chapter. Its recommendations on each request zone change shall be transmitted to the city council. No zone change shall be accomplished other than by ordinance duly passed by the city council. The city clerk shall maintain records of amendments to this chapter in a form convenient for use by the public. (Ord. No. 4108, § 2, 8-15-94)

Sec. 37-180. Accordance with adopted comprehensive plan.

 SHARE

The commission shall evaluate a requested amendment to a zoning district to determine the nature and extent of the requested change. If it is in accord with the adopted comprehensive plan, the commission may recommend and the council may adopt or reject the requested change. The commission may request documentation of land use impacts, both existing and proposed, through studies, presentations, or other documents, and may require said documentation to be stamped and signed by professionals deemed qualified by the commission.

If the commission determines the requested change is not in accord with the adopted comprehensive plan, the commission may either deny the request or recommend to the council an appropriate amendment to the plan. The council may adopt or reject the amendment under the procedures provided in Idaho Code, Section [67-6509](#). After the plan is amended, the zoning map may be amended in conformity therewith. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4344, § 4, 11-17-03)

Comprehensive Plan:

The subject property is located on the Comprehensive Plan Future Land Use Map under the designation of Community Commercial. Community Commercial areas provide mid-to high-intensity commercial uses that attract people from across the community. The most intense uses should be located adjacent to major roadways, particularly near intersections of two major roadways. Uses should decrease in intensity when located farther from major roadways and near less intense residential areas. Inactive uses such as storage and warehousing should be located behind more active commercial uses along street.

Primary uses in the Community Commercial designation include retail and restaurant, personal services, office, commercial entertainment, and flex office/warehouse. Supporting uses include open space and recreation, residential attached, residential multi-unit, mixed use, industrial, storage units, transportation and utilities and institutions.

Goals, Objectives and Actions from the Comprehensive Plan that are applicable to this application are as follows.

LU.1. Accommodate future development and redevelopment.

LU.1.1 Optimize compatibility. Align incompatible zoning and land uses and development regulations with the Future Land Use Map to establish consistent and compatible growth patterns.

LU.1.3 Balance land uses. Establish land use patterns that accommodates various land uses in proportion to the needs of the community.

ED.1 Strengthen Lewiston's role as a regional economic hub.

Input From Other Departments/Agencies:

The Fire Department provided the following comment; “ Commercial hydrant spacing is 300 feet between hydrants.”

The Engineering Division of the Public Works Department provided no comments.

Analysis:

The subject property is a 7.24 acre parcel that contains an old radio station building and farm ground. The parcel is mixed zoned with a block of Community Commercial, C3, zone surrounding the radio station building and the remainder of the parcel zoned Agricultural Transitional, F2, zone. Commercial uses to the south and southeast are also zoned Community Commercial, C3, zone and the commercial uses to the east are zoned Planned Unit Development. Permitted uses for the General Commercial, C4, zone are similar to those in the Community Commercial, C3, zone with a major difference being the General Commercial, C4, zone allows for multifamily not on the ground floor of a building by right, and multifamily on the ground floor of a building with Conditional Use Permit. The General Commercial, C4, zone would provide the opportunity for the applicant to design multi-story buildings with residential uses on the upper floors and commercial uses on the ground floor.

The Comprehensive Plan states that the Community Commercial area is appropriate for mixed commercial and residential uses and that residential uses should be located above or behind commercial uses, the General Commercial, C4, zone would allow for that criteria to be met, where the current C3 and F2 zones would not.

Stewart Avenue, directly in front of the subject property is designated a collector street, Stewart turns into a local road as it goes west, and dead ends approximately 250 feet from the western edge of the subject property. The subject property sits at the intersection of Stewart Avenue and Thain Grade, before Thain Grade becomes Thain Road. Thain Grade is designated as an arterial street. The Comprehensive Plan identifies that the Community Commercial areas should be located adjacent to major roadways and should be located on a collector or arterial roadway and the subject property's location next to Thain Grade conforms to those criteria.

The subject property is adjacent to the East Route bus route (route travels north bound on Thain and turns east at the Thain Grade/Stewart Avenue intersection) and there is a bus stop across the street to the east at Rock n' Roll Realty.

Relevant Criteria and Standards:

See attached worksheet.

Prepared By:

Katie Hollingshead

(208) 746-1318, ext. 7261

khollingshead@cityoflewiston.org

P.O.Box 617
Lewiston, ID 83501

ZNC25-1



6/17/2025, 3:25:52 PM

City Limits

Primary Street

URBAN MINOR ARTERIAL

URBAN COLLECTOR

Street

Address

World Imagery

Low Resolution 15m Imagery

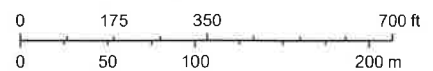
High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

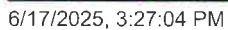
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Maxar, Microsoft





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June 25, 2025

The LEWISTON PLANNING AND ZONING COMMISSION met in the Community Development Department Second Floor Conference Room at 215 "D" Street. Chair Iacoboni called the meeting to order at 5:30 p.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Gabriel Iacoboni, Chair; Emily Wolf, Vice Chair; Shaunita Cable; Cynthia Ball;

COMMISSIONERS EXCUSED: Kevin Kelly; Kathy Branson; Maureen Anderson;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Dawn Ortiz, Community Development Office Supervisor; Jennifer Tengono, City Attorney

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF JUNE 11, 2025 MEETING MINUTES (ACTION ITEM)

Commissioner Wolf and Chair Iacoboni moved and seconded, respectively, approval of the June 11, 2025 meeting minutes with corrections. The motion carried 3-0-1 with Commissioner Ball abstaining.

B. REVIEW AND APPROVAL OF THE REASONED STATEMENT FOR CONDITIONAL USE PERMIT APPLICATION CUP25-2 BY CAMIE HUNTLEY OF SAND CASTLE KIDS (ACTION ITEM):

Commissioner Wolf and Chair Iacoboni moved and seconded, respectively, to approve the Reasoned Statement for CUP25-2 as written. The motion carried 4-0.

C. PUBLIC HEARING AND DELIBERATION AND DIRECTION TO STAFF REGARDING THE REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS FOR ZNC25-1 A ZONE CHANGE APPLICATION BY STEVE CARLTON:

Chair Iacoboni explained the public hearing process.

Commissioner Cable recused herself from this public hearing, stating her employer had previously looked at the property for leasing.

Chair Iacoboni opened the public hearing and asked for a staff presentation.

Staff Hollingshead provided a verbal summary of the staff report with maps and photos so the commission could get geographically familiar with the area.

Commissioner Ball asked if the commission had any say about the traffic load and the intended uses.

Staff Hollingshead stated that the intended use is determined by the zone and traffic information is determined at the subdivision or development stage.

There being no questions for the staff, Chair Iacoboni asked the Applicant for testimony.

Steve Carlton, Lewiston Idaho stated they were going to put an engineering firm in the existing building, but cost-wise it made more sense to start over and build new. There has been interest in new development, and it would be a nice addition to the neighborhood.

There being no questions for the applicant, Chair Iacoboni asked for public testimony.

There being no public comment, Chair Iacoboni closed the public hearing.

After discussion of the required conditional use permit relevant criteria and standards, Commissioners Ball and Wolf moved and seconded, respectively, to direct staff to draft a Reasoned Statement approving ZNC25-1. The motion carried 3-0.

D. PUBLIC HEARING AND DELIBERATION AND DIRECTION TO STAFF REGARDING THE REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS FOR CONDITIONAL USE PERMIT CUP25-3 BY MATT & SARAH WARREN:

Chair Iacoboni explained the public hearing process, opened the public hearing and asked for a staff presentation.

Staff Hollingshead provided a verbal summary of the staff report with maps and photos so the commission could get geographically familiar with the area.

Commissioner Cable asked staff if the property would need to go through the permitting process since there was not one pulled at the change of use.

Staff Hollingshead stated yes, they would need to go through the building permit process.

July 09, 2025

The LEWISTON PLANNING AND ZONING COMMISSION met in the Community Development Department Second Floor Conference Room at 215 "D" Street. Chair Iacoboni called the meeting to order at 5:30 p.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Gabriel Iacoboni, Chair; Emily Wolf, Vice Chair; Shaunita Cable; Kevin Kelly; Cynthia Ball; Kevin Kelly; Kathy Branson; Maureen Anderson

COMMISSIONERS EXCUSED:

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Dawn Ortiz, Community Development Office Supervisor

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF JUNE 25, 2025 MEETING MINUTES (ACTION ITEM)

Commissioners Ball and Cable moved and seconded, respectively, approval of the June 25, 2025 meeting minutes with corrections. The motion carried 7-0.



B. REVIEW AND APPROVAL OF THE REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS FOR ZNC25-1 A ZONE CHANGE APPLICATION BY STEVE CARLTON:

Commissioners Wolf and Ball moved and seconded, respectively, to approve the Reasoned Statement for ZNC25-1 as written. The motion carried 6-0-1 with Commissioner Cable abstaining.

C. REVIEW AND APPROVAL OF THE REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS FOR CONDITIONAL USE PERMIT CUP25-3 BY MATT & SARA WARREN:

Chair Iacoboni and Commissioner Ball moved and seconded, respectively, to approve the Reasoned Statement for CUP25-3 as written. The motion carried 7-0.

IV. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for the July 23, 2025 meeting.

All commissioners in attendance should be in attendance for the July 23, 2025 meeting beside Commissioner Wolf. Staff Hollingshead stated there will be 2 public hearings at this meeting.

**CITY OF LEWISTON PLANNING AND ZONING COMMISSION
REASONED STATEMENT OF RELEVANT CRITERIA AND
STANDARDS FOR GRANTING OR DENIAL OF
ZONING DISTRICT BOUNDARY CHANGE/REZONE**

This document shall serve as memorialization of the rationale for the granting or denial of a zoning district boundary change/rezone, which shall be based upon relevant criteria and standards, including the Lewiston Comprehensive Plan, Lewiston City Code, and Idaho Code. *See I.C. § 67-6535.*

I. APPLICATION NUMBER:

ZNC25-1

II. APPLICANT'S NAME AND ADDRESS:

Steve Carlton
1103 Bryden Avenue
Lewiston, ID 83501

III. IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:

805 Stewart Avenue
Lewiston, ID 83501

IV. DATE OF PUBLIC HEARING:

June 25, 2025

V. NAME OF HEARING BODY:

Lewiston Planning and Zoning Commission

VI. NATURE OF APPLICATION:

Rezone subject property from Community Commercial, C-3, Zone and Agricultural Transitional, F-2, Zone to General Commercial, C-4, Zone.

VII. DECISION:

The Lewiston Planning and Zoning Commission recommends **APPROVAL** of ZNC25-1 to the Lewiston City Council.

VIII. RELEVANT CONTESTED FACTS RELIED UPON:

The relevant contested facts relied upon are: None.

IX. RELEVANT CRITERIA AND STANDARDS:

The following relevant criteria, standards, facts, and considerations are hereby declared as reasons for the decision on this zoning district boundary change/rezone:

1. The proposed rezone is in general conformance with the Lewiston Comprehensive Plan. Applicable commentary:

The subject property is a 7.24 acre parcel that currently contains the former KRLC/Y105 Radio Station and a large portion of vacant land. The subject property is located at the intersection of Stewart Avenue and Thain Grade. The subject property is located on the Comprehensive Plan Future Land Use Map under the designation of Community Commercial. Community Commercial areas provide mid- to high-intensity commercial uses that attract people from across the community. The most intense uses should be located adjacent to major roadways, particularly near intersections of two major roadways. Uses should decrease in intensity when located farther from major roadways and near less intense residential areas. Inactive uses such as storage and warehousing should be located behind more active commercial uses along street.

Primary uses in the Community Commercial designation include retail and restaurant, personal services, office, commercial entertainment, and flex office/warehouse. Supporting uses include open space and recreation, residential attached, residential multi-unit, mixed use, industrial, storage units, transportation and utilities and institutions.

The City staff report provides that Stewart Avenue, directly in front of the subject property is designated a collector street, Stewart turns into a local road as it goes west, and dead ends approximately 250 feet from the western edge of the subject property. The subject property sites at the intersection of Stewart Avenue and Thain Grade, before Thain Grade becomes Thain Road. Thain Grade is designated as an arterial street. The Comprehensive Plan identifies that the Community Commercial areas should be located adjacent to major roadways and should be located on a collector or arterial roadway and the subject property's location next to Thain Grade conforms to those criteria.

Commissioner Wolf stated that based on the testimony provided by City staff and the applicant, as well as the information presented during the staff presentation and detailed in the City's staff report, which is adopted herein by reference, though not attached, she found support for the conclusion that the proposed rezone is consistent with the goals and objectives of the City's Comprehensive Plan. She further noted that these factors collectively support a rezone to the General Commercial, C-4, Zone:

- LU.1. Accommodate future development and redevelopment.

- LU.1.1 Optimize compatibility. Align incompatible zoning and land uses and development regulations with the Future Land Use Map to establish consistent and compatible growth patterns.
- LU.1.3 Balance land uses. Establish land use patterns that accommodate various land uses in proportion to the needs of the community.
- ED.1 Strengthen Lewiston's role as a regional economic hub.

The Commission also considered the applicant's statements that the current Agricultural Transitional, F-2, Zone does not align with the Future Land Use designation of Community Commercial. During the public hearing, no testimony was received in opposition to this assertion by the applicant. Moreover, the Comprehensive Plan identifies Community Commercial areas as appropriate for a mix of commercial and residential uses, with residential uses being located above or behind commercial uses. Based on the testimony received and the guidance provided in the Comprehensive Plan, the Commissioners found that the General Commercial, C-4, Zone would better accommodate the intended land uses than the existing C-3 and F-2 Zones.

2. The subject property is at least as well suited or is better suited for the proposed zoning district than the existing zoning district. Applicable commentary:

The City staff report provides that the subject property is a 7.24 acre parcel that contains an old radio station building and farm ground. The parcel is mixed zoned with a block of C-3 Zone surrounding the radio station building and the remainder of the parcel zoned F-2. Commercial uses to the south and southeast are also zoned C-3, and the commercial uses to the east are zoned Planned Unit Development. Permitted uses for the C-4 Zone are similar to those in the C-3 Zone, with a major difference being the C-4 Zone allows for multi-family uses not on the ground floor of a building by right, and multi-family on the ground floor of a building with Conditional Use Permit. The C-4 Zone would provide the opportunity for the applicant to design multi-story buildings with residential uses on the upper floors and commercial uses on the ground floor.

Commissioner Wolf noted that during deliberations that, based on the information presented in the application and at the public hearing, the proposed zoning district appeared to be better suited for the surrounding area than the current F-2 Zone. She referenced the limited number of permitted uses in the F-2 Zone and its apparent inconsistency with the Comprehensive Plan. Commissioner Ball added that one of the permitted uses in the F-2 Zone, Animal Rights, could potentially conflict with adjacent commercial and residential uses due to the associated odors and noise, and could be considered a nuisance. Commissioner Ball also noted that the five-acre minimum lot size required in the F-2 Zone may not represent the most efficient use of land in this area.

Chair Iacoboni referred to the list of uses allowed by right in the C-4 Zone and stated that those uses are more consistent with the commercial character of the surrounding Thain corridor and are better suited than those uses allowed by right in the F-2 Zone.

3. The proposed rezone **does not** present foreseen, immitigable impacts of incompatible uses or development being located in the same vicinity. Applicable commentary:

The Commission received no testimony from the public regarding the rezone application. Commissioner Wolf referenced statements made in the application materials, including the applicant's assertion that "The subject land is better suited for the C4 (General Commercial) zoning district to align with the surrounding development and integrate with the city comprehensive plan. This use provides areas to serve the city and regional needs for commercial goods and services, as well as being compatible with adjacent residential development." Commissioner Wolf also noted the list of permitted uses in the C-4 Zone, as identified in the City's staff report, appeared to reflect the uses already present in the surrounding area along the Thain Road corridor.

Commissioner Ball observed that some of the uses permitted by right in the existing F-2 Zone—such as livestock and farming operations—may be less compatible with adjacent residential and commercial properties. She noted the proposed C-4 Zone would eliminate those uses and instead allow development that more closely matches the character and pattern of surrounding land uses.

4. The effects of the proposed rezone **are not** anticipated to place undue burden upon delivery of services provided by any political subdivision within the planning jurisdiction, including school districts. Applicable commentary:

The Lewiston Fire Department provided the following comment: "Commercial hydrant spacing is 300 feet between hydrants." No other political subdivision notified submitted comment related to the proposed rezone of the subject property.

The Commission did not receive any testimony from political subdivisions other than internal City departments. The Commission considered information provided during the City staff's presentation, which explained that coordination with internal City departments and external service providers, such as the Lewiston Orchards Irrigation District and Lewiston Orchards Sewer District, typically occurs during the subdivision and building permits processes. The Commission commented that any necessary service-related issues would be addressed through those established procedures at the appropriate stages of development.

5. The size, type, intensity, and density of development expected to occur on the subject property as a result of this rezoning **is** suitable for the area and **will not** unduly burden the neighborhood, public infrastructure, or environmental resources. Applicable commentary:

The Commission considered testimony from the applicant, who expressed that he was interested in subdividing the property into smaller commercial lots potentially incorporating multi-family residential uses along the western portion of the subject property. Commissioner Wolf referenced the list of permitted uses in the C-4 Zone, as outlined in the City's staff report, and observed that many of those uses were consistent with ones that already exist along the Thain Road corridor. She noted that multi-family residential development along the western portion of the subject property could serve as a transitional buffer between

commercial development and nearby residential areas, consistent with the guidelines of the City's Comprehensive Plan.

In addition, while the Commissioners did not receive information concerning the size, type, intensity, or density of future development, the Commission reviewed and considered statements included in the applicant's written materials, including a description that development under the C-4 Zone would align with the City's Comprehensive Plan's goal to support economic development by providing land suitable for commercial expansion. The application also noted that the C-4 zoning designation could support development types not permitted outright in the C-3 Zone, such as commercial uses above grade-level, and that infrastructure needs—including access roads, right-of-way improvements, utilities, stormwater, and fire protection—would be addressed by the developer as part of any future development process.

6. The proposed rezone is in conformance with Idaho Code § 67-6537, Use of Surface and Ground Water. Applicable commentary:

No testimony was received on the Use of Surface and Ground Water from political subdivisions that received notice, the public or the applicant. As a result, the Commission determined that there was no credible information to indicate that the proposed rezone would not be in conformance with Idaho Code § 67-6537.

Pursuant to Idaho Code § 67-6519(5)(c), if the decision on this application is to deny it and the applicant **could not** take actions to obtain approval, the explanation is: Not applicable.

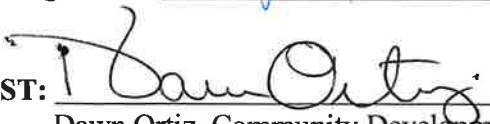
Pursuant to Idaho Code § 67-6519(5)(c), if the decision on this application is to deny it and the applicant **could** take actions to obtain approval, such actions might include: Not applicable.

NOTICE TO APPLICANT AND AFFECTED PERSONS: The Planning and Zoning Commission's recommendation to the City Council is not a final decision, and thus, shall not be subject to reconsideration or appeal.

By: 
Signature of Planning and Zoning Commission Chair or Vice Chair or Acting Chair

Printed: Erika Fagobon

Date of Signature: July 9, 2025

ATTEST: 
Dawn Ortiz, Community Development Office Supervisor

ZNC25-1

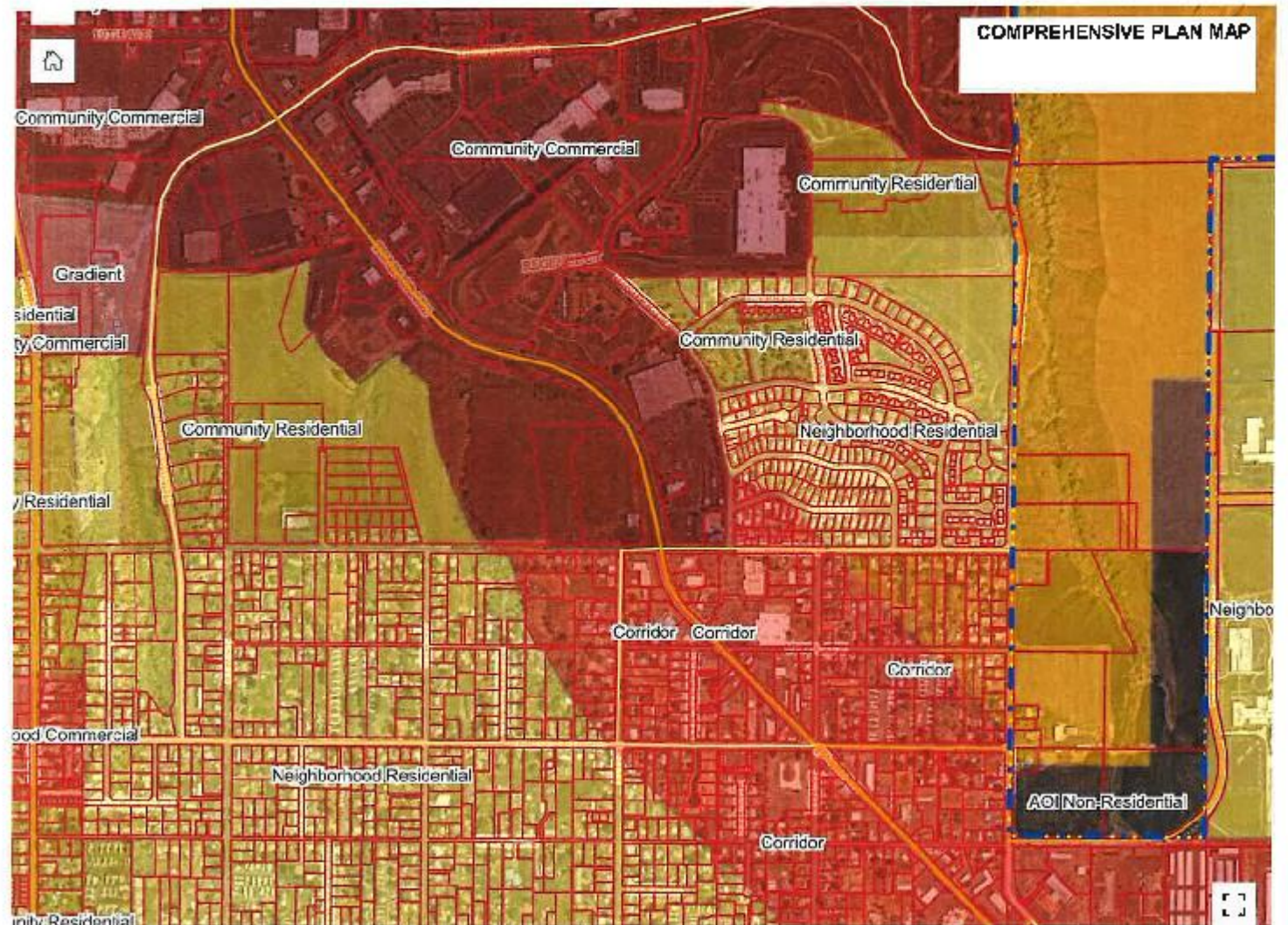
Zone Change application from Community Commercial, C3,
Zone and Agricultural Transitional, F2, Zone to General
Commercial, C4, Zone.

Subject property is located at 805 Stewart Ave at the intersection of Stewart Ave and Thain Road. Property is approximately 7.24 acres and contains the former KRLC/Y105 radio station and a large portion of vacant land.



[illegible]

Subject property is located on the Comprehensive Plan's Future Land Use Map in the Community Commercial Designation.



Former radio
station
building and
adjacent
parking lot.





North 40 and
Zions Bank, to
the east across
Thain Grade.



Hoppers Pizza
and O'Reilly
Auto Parts to
the southeast
across the Thain
Road/Stewart Ave
intersection.



Mann Mortgage,
USDA Service
Center and
Anytime Fitness
to the south
across Stewart
Ave.



Single family dwellings to the west of the subject property down Stewart Ave. Stewart Ave does dead end about 250 feet from the western property line of the subject property.











CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE FIRST READING OF ORDINANCE 4949	AGENDA NO. V. B. AGENDA DATE: July 28, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) Proposed Ordinance 4949 will rezone a 7.24 acre, split-zoned parcel of land addressed as 805 Stewart Avenue at the northwest corner of Thain Road and Stewart Avenue from Agricultural Transitional, F-2, and Community Commercial, C-3, to General Commercial, C-4, as recommended by the Planning and Zoning Commission.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) None.	
ACTION PROPOSED Approve the first reading of Ordinance 4949 to rezone the subject property, as described herein above.	

CITY ORDINANCE NO. 4949

AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ZNC25-1, DECLARING THAT CERTAIN REAL PROPERTY BE REMOVED FROM THE COMMUNITY COMMERCIAL (C-3) ZONE AND AGRICULTURAL TRANSITIONAL (F-2) ZONE TO THE GENERAL COMMERCIAL (C-4) ZONE; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LEWISTON; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the real property described in Section 1 is within the Community Commercial (C-3) Zone and the Agricultural Transition (F-2) Zone, and consists of a 7.24-acre parcel of land generally located at the intersection of Stewart Avenue and Thain Grade;

WHEREAS, on June 25, 2025 the Lewiston Planning and Zoning Commission held a duly noticed public hearing to consider ZNC25-1, an application to rezone the above-described real property to the General Commercial (C-4) Zone, and recommended approval of ZNC25-1 to the Lewiston City Council on July 9, 2025; and

WHEREAS, on July 28, 2025, the Lewiston City Council held a duly noticed public hearing to consider ZNC25-1, and subsequently completed a written Reasoned Statement, all in accordance with Idaho Code §§ 67-6509, 67-6511 and 67-6535.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF LEWISTON, IDAHO:

SECTION 1: The real property described in Exhibit A, attached hereto and incorporated herein, is hereby removed from the Community Commercial (C-3) and Agricultural Transition (F-2) Zone, and included in the General Commercial (C-4) Zone, as defined by the Zoning Ordinance of the City of Lewiston, Idaho.

SECTION 2: The Zoning Map of the City of Lewiston is hereby amended to remove said real property described above from the Community Commercial (C-3) and Agricultural Transition (F-2) Zone and include said real property in the General Commercial (C-4) Zone.

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

Exhibit A

Legal Description of Rezoned Property

All of the following property in the County of Nez Perce, State of Idaho, to-wit:

A parcel of land located in part of the Southeast Quarter of the Northwest Quarter and the Southwest Quarter of the Northeast Quarter of Section 8, Township 35 North, Range 5 WBM, described as follows:

Beginning at the monument located at the intersection of the centerlines of Eighth Street and Stewart Avenue; thence West along the centerline of Stewart Avenue 238.11 feet; thence North $10^{\circ}09'49''$ West 569.55 feet to a 185.00 foot radius curve to the right, having a delta angle of $67^{\circ}36'22''$ and a cord bearing of North $23^{\circ}38'22''$ East 205.85 feet; thence Northeasterly along said curve 218.69 feet; thence North $10^{\circ}09'49''$ West 91.86 feet; thence; thence East 225.01 feet to the West line of Thain Road, said point on a 884.93 foot radius curve to the right, having a delta angle of $22^{\circ}28'$ and a cord bearing of South $22^{\circ}44'00''$ East 344.78 feet; thence South-easterly along said curve 347.00 feet to the end of said curve; thence South $11^{\circ}30'$ East along the West line of Thain Road 532.30 feet to the centerline of Stewart Avenue; thence West along the centerline of Stewart Avenue 192.10 feet to the Point of Beginning.

July 7, 2025

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Work Session in the Second Floor Conference Room of the Bell Building at 215 D Street. Council President Kleeburg called the meeting to order at 3:00 PM.

I. CALL TO ORDER

COUNCILORS PRESENT: Council President Jim Kleeburg; Councilor Kasee Forsmann; Councilor Jessica Klein (3:04 p.m.); Councilor Kathy Schroeder; Councilor John Spickelmire; Councilor Matt Wright.

COUNCILORS EXCUSED: Mayor Dan Johnson.

II. PLEDGE OF ALLEGIANCE

Councilor Wright led the Pledge of Allegiance.

III. CITIZENS COMMENTS

No citizen comments were offered.

IV. DISCUSSION ITEMS

Please note that identifying an item as an "Action Item" does not require the City Council to vote on that item.

- A. 2024 ADA TRANSITION PLAN ANNUAL REPORT:** Considering adopting the City of Lewiston's 2024 ADA Transition Plan Annual Report - Action Item

Councilors Schroeder and Wright moved and seconded, respectively, to approve the 2024 ADA Transition Plan Annual Report. The motion passed 5-0.

Councilor Klein arrived after the vote at 3:04 p.m.

- B. AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME) LOCAL 1124 NEGOTIATIONS:** Considering whether to proceed with the termination of the Collective Labor Agreement at the end of its current term on September 30, 2025, or continue with negotiations - Action Item

Councilors Klein and Schroeder moved and seconded, respectively, to terminate the Collective Labor Agreement at the end of its current term on September 30, 2025. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Spickelmire; Schroeder; Klein; Forsmann.**

V. UNFINISHED AND NEW BUSINESS

- A. CITY COUNCILOR COMMENTS:** Comments shall not be related to an item currently before the City Council or an item that may come before the City

Lewiston City Council
Work Session Minutes
July 7, 2025 – 3:00 p.m. – Page 1 of 2

Council in the foreseeable future, and shall be limited to comments, not discussion.

Councilor Forsmann extended thoughts and prayers to the victims of the Texas Flood.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

Council President Kleeburg and Councilor Forsmann shared updates regarding their assigned Boards and Commissions.

C. MAYOR COMMENTS

D. AGENDA TOPICS: - Action Item

VI. EXECUTIVE SESSION

Idaho Code § 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated - Action Item

At 3:15 p.m., Council President Kleeburg moved to go into executive session pursuant to Idaho Code § 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Councilor Schroeder seconded. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Spickelmire; Schroeder; Klein; Forsmann.**

Councilors Forsmann and Schroeder moved to exit the executive session at 3:57 p.m. The motion passed 6-0.

VII. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Wright and Spickelmire moved and seconded, respectively, to adjourn the July 7, 2025 Work Session. The motion carried 6-0 and the meeting adjourned at 3:57 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

Lewiston City Council
Work Session Minutes
July 7, 2025 – 3:00 p.m. – Page 2 of 2

July 14, 2025

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Regular Meeting in the Second Floor Activity Room of the Lewiston Library 411 D Street. Mayor Johnson called the meeting to order at 6:00 PM.

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Dan Johnson; Council President Jim Kleeburg; Councilor Kasee Forsmann; Councilor Jessica Klein; Councilor Kathy Schroeder; Councilor John Spickelmire; Councilor Matt Wright.

II. PLEDGE OF ALLEGIANCE

New Transit Manager Chris Usher led the Pledge of Allegiance.

III. CITIZENS COMMENTS

None.

IV. PRESENTATIONS

- A. POLICE DEPARTMENT PROMOTIONAL PINNING CEREMONY:** Recognizing Will Thompson on his promotion to the rank of Corporal within the Police Department (Police Chief Kuzik)

Police Chief Jason Kuzik spoke regarding Corporal Thompson's accomplishments, after which City Clerk Tanya Brocke administered the oath of office. Corporal Thompson's family then pinned his badge.

V. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING: AMENDED CDBG 2024 ANNUAL ACTION PLAN:** Accepting testimony on the amended Community Development Block Grant (CDBG) 2024 Annual Action Plan - Action Item (Grant Manager Rose)

Mayor Johnson announced the subject of the public hearing, explained the public hearing process, opened the public hearing and asked for the staff presentation.

Grant Manager Melinda Rose summarized the amended 2024 Community Development Block Grant Annual Action Plan, noting that the changes had been reviewed at the June 2, 2025, Council meeting. The purpose of the public hearing was to invite public testimony and conclude the 30-day public comment period; no public comment had been received to date.

There being no testimony, Mayor Johnson closed the public hearing.

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- B. AMENDED CDBG 2024 ACTION PLAN:** Considering approving the amended CDBG 2024 Action Plan - Action Item (Grant Manager Rose)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve the amended CDBG 2024 Action Plan. The motion passed 6-0.

- C. PUBLIC HEARING: DRAFT CDBG 2025 ANNUAL ACTION PLAN:** Accepting testimony on the draft CDBG 2025 Annual Action Plan - Action Item (Grant Manager Rose)

Mayor Johnson announced the subject of the public hearing, explained the public hearing process, opened the public hearing and asked for the staff presentation.

Grant Manager Melinda Rose summarized the 2025 Community Development Block Grant Annual Action Plan, noting that the draft had been reviewed at the June 2, 2025, Council meeting. The purpose of the public hearing was to invite public testimony and conclude the 30-day public comment period; no public comment had been received to date.

There being no testimony, Mayor Johnson closed the public hearing.

- D. DRAFT 2025 CDBG ACTION PLAN:** Considering approving the draft 2025 CDBG Action Plan - Action Item (Grant Manager Rose)

Councilors Forsmann and Schroeder moved and seconded, respectively, to approve the 2025 CDBG Action Plan. The motion passed 6-0.

VI. CONSENT AGENDA

Mayor Johnson explained that all items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a Councilor so requests, in which case the item will be removed from the Consent Agenda and considered on the Active Agenda under "Items Moved from the Consent Agenda".

Councilors Forsmann and Schroeder moved and seconded, respectively, approval of the Consent Agenda. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.**

- A. CITY COUNCIL MINUTES:** Considering approving the minutes of the following meetings: 6/16/2025 Special; 6/16/2025 Joint City/County; 6/23/2025 Budget Session #3; and 6/23/2025 Regular - Action Item
- B. ADVISORY BOARD MINUTES:** Accepting the minutes of the following meetings: 11/14/2024, 12/12/2024, 1/9/2025 and 2/13/2025 Disability Advisory Commission; 3/20/2025, 4/17/2025, and 5/21/2025 Library Board of Trustees; and 6/11/2025 Planning and Zoning Commission - Action Item

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VII. ACTIVE AGENDA

- A. **RESOLUTION 2025-32:** Considering approving an Interagency Agreement between the City of Lewiston and Nez Perce County for ambulance and vehicle extrication services within unincorporated Nez Perce County, and authorizing the Mayor to sign the agreement - Action Item (Fire Chief Rightmier)

Councilors Schroeder and Wright moved and seconded, respectively, to approve Resolution 2025-32. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder. VOTING NAY: Klein; Spickelmire.**

- B. **RESOLUTION 2025-14:** Considering accepting a public water utility and access easement from Twin City Foods, Inc., and authorizing the Mayor to sign the easement - Action Item (Public Works Director Johnson)

Councilors Forsmann and Schroeder moved and seconded, respectively, to approve Resolution 2025-14. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.**

- C. **RESOLUTION 2025-27:** Considering approving a revised "City of Lewiston Utility Customer Service Policies & Procedures" updated as of June 2025 - Action Item (Public Works Director Johnson)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve Resolution 2025-27. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.**

- D. **RFQ-25-012 AWARD: EAST LEWISTON NETWORK ANALYSIS (TR073):** Considering awarding RFQ-25-012 East Lewiston Network Analysis (TR073) project to Kittelson and Associates, Inc., in the amount of \$150,000, and authorizing the Mayor to sign the contract - Action Item (Public Works Director Johnson)

Public Works Director Johnson explained his wife is included in the team (as a subcontractor) that will be awarded the East Lewiston Network Analysis, and therefore has a conflict of interest. He has not participated in the selection process, and while he will still participate, he will recuse himself from any contractual obligations and City Engineer Luke Antonich will be in charge of the project.

Councilors Schroeder and Forsmann moved and seconded, respectively, to award RFQ-25-012, East Lewiston Network Analysis (TR073), project to Kittelson and Associates, Inc., in the amount of \$150,000, and authorize the Mayor to sign the contract. **ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.**

E. ORDINANCES

1. SECOND AND THIRD READINGS

- a. **ORDINANCE 4944**: Considering amending Lewiston City Code Section 37-3 to add the definition of "preschool facility" and "school"; amending Lewiston City Code Sections 37-19, 37-27, 37-35, 37-43 and 37-51 allowing a preschool as a permitted use in various zoning districts; amending Lewiston City Code Sections 37-20, 37-28, 37-36, 37-44 and 37-51 removing a preschool as a conditional use in various zoning districts; amending Lewiston City Code 37-20.1 related to the special conditions applicable to mortuaries, churches, schools, daycares and preschools - Action Item (Assistant Planner Hollingshead)

Councilors Spickelmire and Schroeder moved and seconded, respectively, to dispense with the requirement that an ordinance be read on three different days and combine the second and third readings of Ordinance 4944. The motion passed 6-0.

Councilors Spickelmire and Schroeder then moved and seconded, respectively, to waive the third reading in full of Ordinance 4944 and approve the reading of the ordinance by title only. The motion passed 6-0.

ORDINANCE 4944: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING LEWISTON CITY CODE SECTION 37-3 TO ADD THE DEFINITION OF "PRESCHOOL FACILITY" AND "SCHOOL"; AMENDING LEWISTON CITY CODE SECTIONS 37-19, 37-27, 37-35, 37-43 AND 37-51 ALLOWING A PRESCHOOL AS A PERMITTED USE IN VARIOUS ZONING DISTRICTS; AMENDING LEWISTON CITY CODE SECTIONS 37-20, 37-28, 37-36, 37-44 AND 37-51 REMOVING A PRESCHOOL AS A CONDITIONAL USE IN VARIOUS ZONING DISTRICTS; AMENDING LEWISTON CITY CODE 37-20.1 RELATED TO THE SPECIAL CONDITIONS APPLICABLE TO MORTUARIES, CHURCHES, SCHOOLS, DAYCARES AND PRESCHOOLS; AND PROVIDING AN EFFECTIVE DATE.

- b. **ORDINANCE 4947**: Considering amending Lewiston City Code Section 37-3 relating to the definition of "dwelling"; and amending Lewiston City Code Section 23-25 relating to the definition of "recreational vehicle" - Action Item (Assistant Planner Hollingshead)

Councilors Spickelmire and Schroeder moved and seconded, respectively, to dispense with the requirement that an ordinance be read on three different days and combine the second and third

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readings of Ordinance 4947. The motion passed 6-0.

Councilors Spickelmire and Schroeder then moved and seconded, respectively, to waive the third reading in full of Ordinance 4947 and approve the reading of the ordinance by title only. The motion passed 6-0.

ORDINANCE 4947: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING LEWISTON CITY CODE SECTION 37-3 RELATING TO THE DEFINITION OF “DWELLING”; AMENDING LEWISTON CITY CODE SECTION 23-25 RELATING TO THE DEFINITION OF “RECREATIONAL VEHICLE”; AND PROVIDING AN EFFECTIVE DATE.

2. ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES

a. ORDINANCE 4944: - Action Item

Councilors Spickelmire and Klein moved and seconded, respectively, to adopt Ordinance 4944 and approve the related ordinance summary. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.***

b. ORDINANCE 4947: - Action Item

Councilors Spickelmire and Wright moved and seconded, respectively, to adopt Ordinance 4947 and approve the related ordinance summary. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.***

VIII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

IX. UNFINISHED AND NEW BUSINESS

A. CITY COUNCILOR COMMENTS: Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.

Councilor Forsmann reminded the public that with rising temperatures, children and pets should not be left unattended in vehicles.

Councilor Wright shared positive feedback regarding the “Century of Love” Disney Anniversary event held on July 13, 2025.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

Councilors Forsmann and Schroeder shared updates regarding their assigned Boards and Commissions.

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C. MAYOR COMMENTS

Mayor Johnson thanked the Finance staff for their work on the budget and encouraged submission of any questions to the Finance Department. He also congratulated Corporal Thompson and Chief Kuzik.

D. AGENDA TOPICS: - Action Item

Councilor Klein moved to work with Community Development staff to amend the signage code to make exceptions for yard sale signs. Councilor Spickelmire seconded, and the motion passed 6-0.

X. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Schroeder and Wright moved and seconded, respectively, to adjourn the July 14, 2025 Regular meeting. The motion carried 6-0 and the meeting adjourned at 7:11 p.m.

Daniel G. Johnson, Mayor

Tanya M. Brocke, City Clerk

May 13, 2025

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, May 13, 2025, at Lewiston City Hall. Chairperson Sheila Bond called the meeting to order at 12:01 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: Sheila Bond, Chairperson; Jim Kleeburg (at 12:01 pm); A.L. "Butch" Alford; Doug Havens; Joe Anderson;

BOARD MEMBERS EXCUSED: Tim Switzer, Vice Chair;

STAFF MEMBERS PRESENT: Katie Hollingshead, URA Director;

OTHERS PRESENT: Thad O'Sullivan, URA Legal Counsel (via Zoom); Meghan Conrad, Elam & Burke (via Zoom); Ryan Armbruster, Elam & Burke (via Zoom)

II. CITIZEN COMMENTS

None.

III. ACTIVE AGENDA (ACTION ITEM)

A. URA 101 Presentation by Elam and Burke – Presentation

Director Hollingshead handed out paper copies of the presentation slide deck (attached to these minutes) and introduced Meghan Conrad and Ryan Armbruster from Elam & Burke. Meghan presented the URA 101.

B. Approval of Minutes, April 08, 2025 – Action Item

Chair Bond asked if the board had any questions or changes. There were none. Board members Anderson and Havens moved and seconded, respectively, to approve the minutes of April 08, 2025 as written. Motion carried 5-0.

C. Approval of Invoices – Action Item

1. O'Sullivan Legal PLLC, Legal Services, April 2025 \$885.00
2. Presnell Gage, LLC, Fiscal Year 2024 Annual Audit Report \$5,350.00
3. Elam & Burke, Legal Services, March 2025 \$25.00

Chair Bond stated that she would combine the O'Sullivan Legal, Presnell Gage, and Elam & Burke invoices into one vote. Board members Alford and Anderson moved and seconded, respectively, to approve the three (3) invoices. Motion carried 5-0.

4. Lewiston Tribune, Publication of Annual Report \$26.72

Board members Anderson and Havens moved and seconded, respectively, to approve the Lewiston Tribune invoice. Motion carried 4-0-1, with Board member Alford abstaining.

D. Review of Financial Summary March 2025 – Information Item

Director Hollingshead reviewed the Financial Summary for March 2025 that was included in the meeting packet and asked if there were any questions from the board. There were none. Director Hollingshead then handed out a paper copy of the April 2025 Financial Summary that she had received right before the meeting and again reviewed it with the board. The board had no questions.

IV. UNFINISHED AND NEW BUSINESS

A. Board Member Comments

Board member Anderson stated that the new commercial dock at the Port has had two (2) dockings thus far and the comments have been positive.

Board member Havens was asked about the move in date for the new courthouse and stated that the date is fluctuating due to the various contractors finishing parts of the project.

B. Staff Comments

Director Hollingshead stated that she still has not received an application from the school district for the open board seat. Director Hollingshead asked for a show of hands for attendance at the regular June 10th URA meeting. All board members present plan to attend.

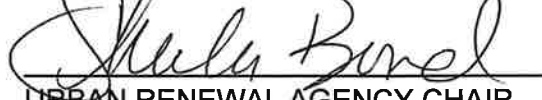
V. ADJOURN (ACTION ITEM)

There being no further business, Board Members Kleeburg and Havens moved and seconded, respectively, to adjourn. The motion carried 5-0 and the Urban Renewal Agency Board adjourned at approximately 12:51 p.m.

RESPECTFULLY SUBMITTED,


KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:


URBAN RENEWAL AGENCY CHAIR

Approved this 8 day of July, 2025

URBAN RENEWAL 101: AUTHORITY, OVERSIGHT, AND IMPLEMENTATION

Presented by Meghan S. Conrad and Ryan P. Armbruster

Elam & Burke, PA

May 13, 2025



URBAN RENEWAL AGENCY AUTHORITY

STATUTES ▪ LIMITATIONS ▪ POWERS ▪ FINANCING

Urban Renewal Agency Authority

- Local Economic Development Act, Title 50, Chapter 29, Idaho Code
- Idaho Urban Renewal Law of 1965, Title 50, Chapter 20, Idaho Code
- Idaho Constitution—Article VIII, § 4, Art. XII, § 4
- Separate and distinct legal entity with independent authority—*Yick Kong v. BRA*, (entirely lay person board) *Hart v. Rexburg URA* (mix of lay persons and council members). These two Idaho Supreme Court decisions also authorize urban renewal agencies to incur long term debt without the necessity of a public vote (2/3 majority) as required of other public entities; Article VIII, § 3 of the Idaho Constitution.
- City Council approval of an urban renewal plan does not create a liability on the part of the city which would implicate Article VIII, § 3 of the Idaho Constitution. *Hoffman et al. v. City of Boise*.
- Models throughout the state vary widely; though after HB606 (2016), models should become more uniform, mix of lay appointees and elected officials; but latter cannot constitute a majority.

Terms

- Urban renewal agency – public entity created by the urban renewal law
- Urban renewal project – activities within an urban renewal/revenue allocation area for the elimination of deteriorated/deteriorating areas in accordance with an urban renewal plan
- Urban renewal plan – plan for an urban renewal project, which plan shall conform to the general plan for the municipality
- Urban renewal area - deteriorated/deteriorating area designated as appropriate for an urban renewal project
- Revenue allocation area (project area or district)– portion (or all) of an urban renewal area where values are likely to increase as a result of the initiation of an urban renewal project

Limitations On Urban Renewal Agencies

- An urban renewal agency is prohibited from funding real property improvements to privately owned property (which includes non-profit entities) and granting funds to private entities (again, including non-profit entities).
- An urban renewal agency can fund real property improvements to real property owned by another public entity (either local, state, or federal) and may grant funds to another public entity.
- Urban renewal agencies may only expend public funds for the benefit of the public. The agency should be very cautious in considering funding improvements to private property or formally participating with private entities as a partner, joint venture, etc. Funding could be ultimately deemed a loan or grant or gift of public funds to the private property owner and thus a violation of the Idaho Constitution. [Art. VIII, § 4, Art. XII, § 4, Idaho Constitution]

Limitations, Continued

- Idaho does not permit its urban renewal agencies to grant tax money to private interests for development or to lend its credit to back loans to private interests.
- NOTE – The application of Art. VIII, § 4 to urban renewal agencies has never been specifically interpreted by the Idaho Supreme Court.

No county, city, town, township, board of education, or school district, or other subdivision, shall lend, or pledge the credit or faith thereof directly or indirectly, in any manner, to, or in aid of any individual, association or corporation, for any amount or for any purpose whatever, or become responsible for any debt, contract or liability of any individual, association or corporation in or out of this state.

Idaho Constitution, Art. 8, § 4 (emphasis added).

Limitations, Continued

- The Idaho Supreme Court has held the purpose behind Art. VIII, § 4 of the Idaho Constitution is to prevent private enterprises from gaining any competitive advantage at the expense of the taxpayers.
- An urban renewal agency must demonstrate that TIF funded improvements were primarily beneficial to the public.
- If actions challenged as unconstitutional, the agency could face a substantial risk of costly litigation and potentially an award of costs and attorney fees.

Limitations, continued

- A second constitutional provision also addresses limitations on a public entity to provide a donation, raise money, loan its credit, or aid any company or associated:
- Attorney General Opinion No. 95-07 regarding loaning state employees to the United Way to assist in its annual fundraising campaign

No county, town, city, or other municipal corporation, by vote of its citizens or otherwise, shall ever become a stockholder in any joint stock company, corporation or association whatever, or raise money for, or make donation or loan its credit to, or in aid of, any such company or association: provided,

Idaho Constitution, Art. 12, § 4.

What Powers Do URA's Have?

Consistent with the urban renewal plan, to:

- Construct/reconstruct streets, utilities, parks, recreation facilities, off-street parking and public facilities, public buildings and other improvements.
- Acquire and dispose of property or buildings.
- Improve, renovate, clear and prepare for redevelopment properties or buildings.
- Acquire property to eliminate unsanitary or unsafe conditions, lessen density, eliminate obsolete or other uses detrimental to public welfare.
- Invest and borrow money, issue bonds, and accept loans and grants.
- Work cooperatively with other public entities.
- Facilitate Local Improvement Districts (LIDs) and Business Improvement Districts (BIDs).
- Potential lease conduit financing in appropriate circumstances. *Greater Boise Auditorium District v. Frazier*

Authorized Activities under the Law and the Act

- Urban Renewal Project as defined by the Idaho Urban Renewal Law of 1965 (the “Law”) and
- Project or Urban Renewal Project as defined by the Local Economic Development Act (the “Act”)
- The definition of “urban renewal project” contained in the Law is nearly identical to the definition contained in the Act
- The definition of “project costs”



The Act: Title 50, Chapter 29, Idaho Code

(13) "Project" or "urban renewal project" or "competitively disadvantaged border areas" may include undertakings and activities of a municipality in an urban renewal area for the elimination of deteriorated or deteriorating areas and for the prevention of the development or spread of slums and blight and may involve slum clearance and redevelopment in an urban renewal area, or rehabilitation or conservation in an urban renewal area, or any combination or part thereof in accordance with an urban renewal plan. Such undertakings and activities may include:

See also – I.C. 50-2018(10)

- (a) Acquisition of deteriorated area...
- (b) Demolition and removal of buildings...
- (c) Installation, construction, or reconstruction of streets...
- (d) Disposition of any property...
- (e) Carrying out plans for...repair...
- (f) Acquisition of real property ... to be rehabilitated
- (g) Acquisition of other property ...to eliminate unsafe conditions, etc. ...
- (h) Lending or investing federal funds...
- (i) Construction of foundations...

The Law: Title 50, Chapter 29, Idaho Code

14) "Project costs" includes, but is not limited to:

- (a) Capital costs, including the actual costs of the construction of public works or improvements, facilities, buildings, structures, and permanent fixtures; the demolition, alteration, remodeling, repair or reconstruction of existing buildings, structures, and permanent fixtures; the acquisition of equipment; and the clearing and grading of land;
- (b) Financing costs, including interest during construction and capitalized debt service or repair and replacement or other appropriate reserves;
- (c) Real property assembly costs, meaning any deficit incurred from the sale or lease by a municipality of real or personal property within a revenue allocation district;
- (d) Professional service costs, including those costs incurred for architectural, planning, engineering, and legal advice and services;
- (e) Direct administrative costs, including reasonable charges for the time spent by city or county employees in connection with the implementation of a project plan;
- (f) Relocation costs;
- (g) Other costs incidental to any of the foregoing costs.

Project Financing Options

- Pay-as-you-go
- Developer reimbursement agreements
- Owner participation agreements
- Conventional bank loans
- Bonds
- Note: Often no tax increment available to fund projects on a pay-as-you-go method until at least two years after plan creation. Many projects require infrastructure immediately in order for a project to go – requiring financing of improvements.
- Participation policies

Project Financing Options, Continued

- Agency decisions regarding project financing are: properly noticed on agendas, decisions are made in open, public meetings, and by agency resolution.
- Before financing occurs, there must be a showing the project is economically feasible and a determination that an agency is credit worthy.

How Does Revenue Allocation Financing Work?

(Local Economic Development Act)

- When a revenue allocation area is formed, property valuation is calculated on a parcel-by-parcel basis. This is the base assessment roll of the revenue allocation area.
- Base assessment roll for the geographic area under consideration (or collectively if more than one district) cannot exceed 10% of the current assessed value for the entire city.
- Due to redevelopment, it is anticipated the property values will rise. If property values increase above the base value, the added value is called the ***increment***.

Revenue Allocation Financing, Continued

- Budget for City, County, and other non-school taxing districts limited to previous year's budget plus 3% and credit for value of new construction and annexation subject to 8% cap, as a result of legislation in 2021 and 2022. By virtue of amendments in 2007, value of new construction within a revenue allocation area is not included in that credit amount. At the time of termination of a revenue allocation area, 80% of the increment value is placed on the new construction roll and available for the overlapping taxing entities to increase budget capacity above the 8% budget cap. County Assessor sets property values.
- County determines tax rate needed to produce budget submitted by City, County, and other taxing districts.
- Tax rates applied to full value of property outside revenue allocation areas; to the base value of property inside revenue allocation areas.
- Taxes from the base value go to the taxing districts.
- Property tax revenue from the incremental value, if any, goes to the urban renewal agency for a limited period of time (20 year max, except for "grandfathered" projects primarily 24 years).

Revenue Allocation Financing, Continued

- The increment or revenue allocation that goes to the urban renewal agency is used to pay for improvements within the urban renewal area.
- An urban renewal agency does not determine property valuation or tax rates.
- Funds received by an urban renewal agency for a given revenue allocation area must be spent in that revenue allocation area with limited exception.
- Funds are invested in activities that are intended to increase prosperity of the revenue allocation area.
- Result is often an increase in property values which would not have otherwise occurred but for redevelopment.
- For project areas established after 2008 and voter approvals after 2008, the urban renewal agency will not receive taxes generated by voter approved levies, such as general obligation bonds, school district plant facilities levies, and supplemental levies.
- Also, no school district emergency levy available to urban renewal agency.

LURA Administers four (4) Project Areas

- Bryden Avenue expires 2038
- East Orchards expires 2037
- Downtown/Normal Hill expires 2041

5th Street entrance into
downtown Lewiston from Levee
Bypass



PUBLIC OVERSIGHT

OPEN MEETINGS ▪ PUBLIC RECORDS ▪ REPORTING REQUIREMENTS

Operating In The Public Eye

URAs comply with the same rules/requirements of other public entities related to open meetings, procurement, public records, etc.

5TH Street view of downtown
Lewiston from Levee Bypass

IMPLEMENTATION

BOARD ▪ CREATION ▪ PLAN ▪ RECENT CHANGES ▪ TAX COMMISSION

Board Composition And Limitations

- The agency's Board of Commissioners may have 3 to 9 members, who are appointed by the Mayor and confirmed by the City Council (or by County Commission for County urban renewal agencies).
- Currently approximately 48 Idaho cities have urban renewal agencies. Most of these agencies have one or more City Council members on the Board of Commissioners, but members of the local governing body shall constitute less than a majority of the agency board members.
- Many of the agencies are staffed by city employees; typically through a city-agency agreement; some use independent consultants; economic development entities; few have full time employees; some cities/ agencies share costs of city employees.

Board Composition, Con't

- Members of the local governing body can only represent less than a majority of the agency board
- Allows the local governing body to terminate the appointed board and designate itself as the board for not more than one (1) calendar year (viewed as a last resort action – rogue or runaway board)
 - Must be by ordinance; “local governing body” does not include the mayor
- Requires board members to be residents of the county where the agency is located

Conflict Of Interest Laws

- Urban Renewal Law – Interested Public Officials, Commissioners or Employees, Idaho Code § 50-2017
- Ethics in Government Act of 2015 – Chapter 4, Title 74
 - Gifts/gratuities/events
- Prohibitions against Contracts with Officers – Chapter 5, Title 74

Ethics in Government Act of 2015: Describes the Public Trust and Fiduciary Obligation

POLICY AND PURPOSE. It is hereby declared that the position of a public official at all levels of government is a public trust and it is in the public interest to:

- 1) Protect the integrity of government throughout the state of Idaho while at the same time facilitating recruitment and retention of personnel needed within government;
- (2) Assure independence, impartiality and honesty of public officials in governmental functions;

- (3) Inform citizens of the existence of personal interests which may present a conflict of interest between an official's public trust and private concerns;

- (4) Prevent public office from being used for personal gain contrary to the public interest;

- (5) Prevent special interests from unduly influencing governmental action; and

- (6) Assure that governmental functions and policies reflect, to the maximum extent possible, the public interest.

I.C. § 74-402

Ethics in Government: Defines Conflict of Interest

- A serving board member has an important fiduciary duty to that entity.
- The Ethics in Government Act defines a conflict of interest.

“Conflict of interest” means any official action or any decision or recommendation by a person acting in a capacity as a public official, the effect of which would be to the **private pecuniary benefit** of the person or a member of the person’s household, or a business with which the person or a member of the person’s household is associated

I.C. § 74-403(4)

Ethics in Government: Exception to Conflict of Interest Provision

- Exceptions to the conflict of interest provision:
 - Where the actions of the public body provide a benefit to a certain class of people, and a public official happens to be a member of that class.
 - There is a de minimis value of goods and services that a public official may receive without violating any of these provisions.
 - A specific exception for non-compensated public officials is set out in I.C. §74-405. This exception applies only when the contract for services has been subject to public bid and the appointed official submitted the lowest bid.

When a person is a public official by reason of his appointment or election to a governing board of a governmental entity for which the person receives no salary or fee as compensation for his service on said board, he shall not be prohibited from having an interest in any contract made or entered into by the board of which he is a member, if he strictly observes the procedure set out in section 18-1361A, Idaho Code.

I.C. § 74-405.

Urban Renewal Law: Contains a Broader Conflict of Interest Prohibition

- I.C. § 50-2017 prohibits board members from having an interest in a contract or real property connected to an urban renewal project, whether or not the urban renewal agency itself is a contracting party or not.
- Provision has not been amended since the Urban Renewal Law was enacted in 1965.
- Provision likely based on a model act required by HUD to receive federal funding assistance.
- Provision was likely intended to prevent a board member from investing in real estate in an urban renewal area.

...voluntarily acquiring any personal interest, direct or indirect, in any urban renewal project, or in any property included or planned to be included in any urban renewal project in such municipality or in any contract or proposed contract in connection with such urban renewal project. Where such acquisition is not voluntary, the interest acquired shall be immediately disclosed in writing to the agency and such disclosure shall be entered upon the minutes of the agency.

I.C. § 50-2017

Urban Renewal Law: Exception to Conflict of Interest Prohibition

- There is an exception created for board members that own property in the urban renewal project area at the time the member is appointed.
- Provision is likely intended to address those situations of appointing a board member who may own property within the urban renewal project area.

...If any such official, commissioner or employee presently owns or controls, or owned or controlled within the preceding two (2) years, any interest, direct or indirect, in any property which he knows is included or planned to be included in an urban renewal project, he shall immediately disclose this fact in writing to the agency, and such disclosure shall be entered upon the minutes of the agency, and any such official, commissioner or employee shall not participate in any action by the municipality (or board or commission thereof), or urban renewal agency affecting such property.

I.C. § 50-2017

Conflict of Interest Under I.C. § 18-1359: Criminal Misdemeanor

- Care must be taken that information obtained in your position as Board Member be disclosed or used which would benefit you or a person in whose welfare you have an interest (i.e. family members).
- Violation of I.C. § 18-1359 is a criminal misdemeanor.

"No public servant shall:

(a) Without the specific authorization of the governmental entity for which he serves, use public funds or property to obtain a pecuniary benefit for himself.

(b) Solicit, accept or receive a pecuniary benefit as payment for services, advice, assistance or conduct customarily exercised in the course of his official duties. This prohibition shall not include trivial benefits not to exceed a value of fifty dollars (\$50.00) incidental to personal, professional or business contacts and involving no substantial risk of undermining official impartiality.

(c) Use or disclose confidential information gained in the course of or by reason of his official position or activities in any manner with the intent to obtain a pecuniary benefit for himself or any other person or entity in whose welfare he is interested or with the intent to harm the governmental entity for which he serves

(d) Be interested in any contract made by him in his official capacity, or by any body or board of which he is a member, except as provided in section 18-1361, Idaho Code.

I.C. § 18-1359(1)(a) through (d)

How Are Urban Renewal Areas Formed?

- Idaho Urban Renewal Law first adopted in 1965 states there exists in municipalities deteriorating areas which justify the powers conferred by the Act and use of public funds for that purpose.
- City Council (or County Commission) must make preliminary finding there are one or more deteriorating areas within city (or county) (or competitively disadvantaged border community) in order to activate an urban renewal agency.
- Mayor and City Council (or County Commission) appoint urban renewal agency board members.
- Same agency board governs/oversees the several project areas; urban renewal plans with the municipality.

Steps to Create a RAA

- Designate a study area for potential creation of an urban renewal district
- Determine whether conditions within the study area meet the criteria established in State Law (Idaho Code §§ 50-2903(8), 50-2018(8) and (9)) and make the requisite findings in an eligibility report
- Retain independent, third party consultant to review area and prepare study report. Supports credibility of findings.

Definition of Deteriorated Area – I.C. § 50-2903(8)-see also, I.C. §§ 50-2018(8) and (9)

"Deteriorated area" means:

(a) Any area, including a slum area, in which there is a predominance of buildings or improvements, whether residential or nonresidential, which by reason of dilapidation, deterioration, age or obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency, or crime, and is detrimental to the public health, safety, morals or welfare.

(b) Any area which by reason of the presence of a substantial number of deteriorated or deteriorating structures, predominance of defective or inadequate street layout, faulty lot layout in relation to size, adequacy, accessibility or usefulness, insanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the fair value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, results in economic underdevelopment of the area, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, morals or welfare in its present condition and use.

(c) Any area which is predominately open and which because of obsolete platting, diversity of ownership, deterioration of structures or improvements, or otherwise, results in economic underdevelopment of the area or substantially impairs or arrests the sound growth of a municipality. The provisions of section 50-2008(d), Idaho Code, shall apply to open areas.

(d) Any area which the local governing body certifies is in need of redevelopment or rehabilitation as a result of a flood, storm, earthquake, or other natural disaster or catastrophe respecting which the governor of the state has certified the need for disaster assistance under any federal law.

(e) Any area which by reason of its proximity to the border of an adjacent state is competitively disadvantaged in its ability to attract private investment, business or commercial development which would promote the purposes of this chapter.

(f) "Deteriorated area" does not mean not developed beyond agricultural, or any agricultural operation as defined in section 22-4502(1), Idaho Code, or any forest land as defined in section 63-1701(4), Idaho Code, unless the owner of the agricultural operation or the forest landowner of the forest land gives written consent to be included in the deteriorated area, except for an agricultural operation or forest land that has not been used for three (3) consecutive years.

Steps, Continued

- Agency Board concurs with the conclusions of the eligibility report and forwards it to the City Council
- If the City Council adopts the findings in the eligibility report, then the City Council directs the preparation of an urban renewal plan for the area; plan must include certain information with specificity – see I.C. 50-2905
- Agency prepares and approves the plan and forwards it to the City Council
- City Council receives the plan and refers it to the Planning and Zoning Commission for a determination that the plan is consistent with the City's Comprehensive Plan

Steps, Continued

- City Council refers the plan to the affected taxing entities and provides at least 30-days' notice of the public hearing
- Planning and Zoning Commission determines that the plan is consistent with the City's Comprehensive Plan.
- City Council holds public hearing; determines whether to adopt plan and form the revenue allocation area.
- City Council adopts the plan, including a revenue allocation financing provision, by ordinance
- Those cities/counties that did not already have an urban renewal agency established prior to July 1, 2011, must seek voter approval to establish the agency
- Generally, the plan approval process takes about 6 months for a clearly defined project; oftentimes can take 12+ months

Additional Considerations

- Must demonstrate that the proposed area and plan of work is financially feasible
 - Obtains an independent, third-party consultant to prepare the economic feasibility study. Supports credibility of the findings.
- Must determine that the combined base assessment value of all existing urban renewal districts and any proposed urban renewal districts does not exceed 10% of the total city assessed value (taxable value comparison)
- Owners of “agricultural operations” and “forest lands” must provide written consent

Deannexations

- Pursuant to Idaho Code § 50-2903A, deannexations to a RAA do not trigger a re-set of the base assessment roll values.
- Deannexations are authorized by statute, but not much more guidance is provided.
- The City Council cannot deannex parcels from a RAA without going through the plan amendment process, which includes creation of a plan amendment, new maps/legals, agency recommendation, 30 day notice of the public hearing, transmittal of the plan and attachments to the taxing entities, city council public hearing, and ordinance adoption.
- Revenue from the parcels to be deannexed, or the RAA, may be security for an agency obligation requiring lender consent.

Deannexations, Continued

- County will have to provide you with the base and increment values on a parcel by parcel basis
- In a deannexation there are two benefits: 1) full value of the property is available to the taxing districts to be used in the budget-levy setting process; and 2) 80% of the increment value is placed on the new construction roll, which is used to calculate a budget capacity increase (above 3% and 8% budget caps).
- In order to avoid significant levy swings, it is important for the deannexation process to be completed (meaning ordinance published, recorded and transmitted) no later than the **4th Monday of July**, which means the process must start early.
- Provide the STC with maps/legals as early in the process as possible to avoid issues.

Urban Renewal Plan - Generally

- A revenue allocation area exists for 20 years (pre-2011 plans grandfathered for longer term of 24 years)
- The urban renewal plan provides the Agency with a process and a basic framework within which to consider and proceed with specific projects
- Due to the length of time a plan is in existence, the plan maintains some flexibility to allow the Agency to respond to changing market and economic conditions.
- Amendments are limited by I.C. § 50-2033 and 50-2903A
 - Cannot amend plan to extend term beyond max term allowed by law
 - Can amend plan one time to add geographic area – limited to 10% of existing RAA
 - Permissible to amend plan to add new projects
 - House Bill 436 (2025) allows for an extension of revenue allocation authority for up to twenty years for a one-owner property of manufacturing project.”
 - House Bill 436 also allows for a fire district or ambulance service district within a revenue allocation area to opt out of an existing revenue allocation area providing no indebtedness or other financial obligation of the urban renewal agency. For urban renewal plans under consideration after July 1, 2025, a fire district or ambulance district must consent to inclusion within a revenue allocation area. House Bill 436 also provides for an alternative method to terminate a revenue allocation area and provides for a process to dissolve an urban renewal agency.
 - Plans adopted post-2016 cannot be amended without resetting the base value to current value; limited exceptions

Sample Analysis When Considering a New Project

- Is the proposed project within the boundaries of an existing RAA?
- Is the proposed project permitted by the Urban Renewal Law or the Local Economic Development Act?
- Is the proposed project a municipal building or a multipurpose sports stadium complex?
- Is the proposed project consistent with the urban renewal plan?
- Is the plan a pre-or-post July 1, 2016, plan?
- Is a plan amendment possible or necessary?
- Is the proposed project within the jurisdictional boundaries of the city?
- Is the proposed project consistent with the City's comp plan?
- Does the property at issue have an ag exemption, or has the property been used for ag purposes within the last 3 years?
- Funding?

Property Acquisition

- Agency has the authority to acquire property; however, the definition of “urban renewal plan” in the Law requires identification of property to be acquired by the Agency. See, I.C. § 50-2018(12)
- The Agency may acquire property by negotiation or condemnation. See, Idaho Code § 50-2010 subject to limitations which require city council approval. The Agency’s ability to exercise the power of eminent domain subject to the limitations set forth in Title 7, Chapter 7, Idaho Code, specifically I.C. § 7-701A (advisory capacity to City Council)

Property Disposition

- Procedures for the disposition of property are set forth in Idaho Code § 50-2011. Property cannot be given to a private person/entity/non-profit without going through a competitive bidding process.
- Idaho Code § 50-2011(f): Property previously acquired or acquired by an agency for rehabilitation and resale shall be offered for disposition within three (3) years after completion of rehabilitation, or an annual report shall be published by the agency in a newspaper of general circulation...listing any rehabilitated property held by the agency in excess of such three (3) year period, stating the reasons such property remains unsold and indicating plans for its disposition.



ISSUES IDENTIFIED OVER THE YEARS

BY THE IDAHO LEGISLATURE AND URBAN RENEWAL CRITICS

Issues

- Definition of blight/
deteriorating conditions
- The development of open
land/Greenfield
development
- Board composition/
qualifications /conflict of
interest/election
- Enforcement of the 10%
rule/compliance/punishment
if the limit is exceeded
- Perceived lack of
accountability/ transparency
to the general public
- Long term debt without
vote
- Reset of base assessment
value
- “Distinguish TIF use for
“blight” from economic
development/mixed use
projects
- Provide taxing entities with
meaningful input/
comment/consultation/
consent rights
- Rebates to taxing districts
- Property tax impact
- “Giveaways”
- Penalties for non-
compliance
- Limitations on types of
projects that can be funded

URBAN RENEWAL IN IDAHO

A Valuable Tool Worth Preserving

Lewiston City Library
Board of Trustees
Regular Meeting | Wednesday, June 18, 2025
Community Room

1. Call to Order: The meeting was called to order at 5:39 PM by Rebecca Snodgrass
Trustees Present: Chair Rebecca Snodgrass, Diana Ames, Andy Hanson,
Trustees Absent: Josh Brown,
Councilor Liaison Absent: Jim Kleeburg
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino
2. Recognition of Visitors
 - a. None
3. Public Comment & Correspondence
 - a. A note from the Executive Director of the Idaho Developmental Disabilities Council was presented, expressing appreciation for the accommodations provided by the library and thanking the library for its continued service.
4. City of Lewiston Council Report
 - a. None
5. Library Foundation Report
 - a. In the absence of Danielle Kinyon, Lynn Johnson provided a report from a message sent by Danielle. She noted that there was no Foundation meeting this month. However, a finance subcommittee was created, and efforts are underway to recruit new members to fill their roster.
6. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings - Board of Trustees from May 21, 2025, and Art Committee from March 20, 2025, and April 17, 2025
 - b. Review of Statistical Report for May,
 - c. Approval of Statement of Expenses for May.
 - i. Diana Ames approved the consent agenda as presented, and Andy Hanson seconded the motion. All in favor. Motion carried.
7. Committee Reports
 - a. Art Committee
 - i. Lynn Johnson reported that the Art Committee will not meet tomorrow due to the holiday. She recently met with Kelsey Grafton and Ray Esparsen to discuss plans for Art Walk. She also mentioned that she has been in conversation with artist Dawn Norman from Oregon about an August installation.
8. Director's Report
 - a. Facilities

- i. Lynn Johnson shared that the lighting crew will return to continue work on the lighting project during the library's closure for Juneteenth. She commended Chris S. for his continued work maintaining the library building and noted the recent installation of new blinds in the Event Space.
 - b. Staffing
 - i. L. Johnson reported that Ann Best, a 19-year staff member, is retiring in mid-July, as well as Children's Librarian Colleen Olive, who will be effectively retiring in September, although taking time off in August.
- 9. Unfinished Business
 - a. Art Walk - Action Item
 - i. Lynn Johnson presented a Request for Proposals (RFP) related to the Art Walk project received from the Chamber of Commerce. A discussion followed concerning next steps, but no action was taken at this time.
 - b. Items Moved from Consent Agenda - Action Item
 - i. None
- 10. New Business
 - a. Event Space Audio Visual System - Action Item
 - i. Lynn Johnson informed the Board that the Event Space projector and the software used in the A/V rack will soon need replaced due to the projector reaching its end of life and complications with the current software vendor. She advised the Board that the new system may involve either free or paid software that ideally can be managed in-house. No formal action was taken.
 - b. Recognition of the 125th Anniversary of the Library
 - i. L. Johnson asked the board for feedback on an upcoming anniversary recognition for the 125th anniversary of the library. L. Johnson said that she wanted to present the idea for consideration. A discussion was held on the possible creation of an ad hoc committee with library stakeholders to guide planning for this event.
 - c. Surplus of Library Property - Action Item
 - i. L. Johnson provided the list of annual surplus items
 - 1. Andy Hanson moved to approve the surplus list with the addition of an office desk stored in the basement, and Diana Ames seconded the motion. All in favor. Motion carried.
 - d. Request to Close for Valnet Training Day - Action Item
 - i. Diana Ames moved to approve the closure of the library on September 8th for Valnet Training day, and Andy Hanson seconded the motion. All in favor. Motion carried.
- 11. Schedule of Upcoming Meetings
 - a. Regular Meeting: July 16, 2025
 - b. Regular Meeting: August 20, 2025

12. Adjournment - Action Item
 - a. Andy Hanson and Diana Ames seconded the motion to adjourn at 6:20 PM

June 25, 2025

The LEWISTON PLANNING AND ZONING COMMISSION met in the Community Development Department Second Floor Conference Room at 215 "D" Street. Chair Iacoboni called the meeting to order at 5:30 p.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Gabriel Iacoboni, Chair; Emily Wolf, Vice Chair; Shaunita Cable; Cynthia Ball;

COMMISSIONERS EXCUSED: Kevin Kelly; Kathy Branson; Maureen Anderson;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Dawn Ortiz, Community Development Office Supervisor; Jennifer Tengono, City Attorney

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF JUNE 11, 2025 MEETING MINUTES (ACTION ITEM)

Commissioner Wolf and Chair Iacoboni moved and seconded, respectively, approval of the June 11, 2025 meeting minutes with corrections. The motion carried 3-0-1 with Commissioner Ball abstaining.

B. REVIEW AND APPROVAL OF THE REASONED STATEMENT FOR CONDITIONAL USE PERMIT APPLICATION CUP25-2 BY CAMIE HUNTLEY OF SAND CASTLE KIDS (ACTION ITEM):

Commissioner Wolf and Chair Iacoboni moved and seconded, respectively, to approve the Reasoned Statement for CUP25-2 as written. The motion carried 4-0.

C. PUBLIC HEARING AND DELIBERATION AND DIRECTION TO STAFF REGARDING THE REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS FOR ZNC25-1 A ZONE CHANGE APPLICATION BY STEVE CARLTON:

Chair Iacoboni explained the public hearing process.

Commissioner Cable recused herself from this public hearing, stating her employer had previously looked at the property for leasing.

Chair Iacoboni opened the public hearing and asked for a staff presentation.

Staff Hollingshead provided a verbal summary of the staff report with maps and photos so the commission could get geographically familiar with the area.

Commissioner Ball asked if the commission had any say about the traffic load and the intended uses.

Staff Hollingshead stated that the intended use is determined by the zone and traffic information is determined at the subdivision or development stage.

There being no questions for the staff, Chair Iacoboni asked the Applicant for testimony.

Steve Carlton, Lewiston Idaho stated they were going to put an engineering firm in the existing building, but cost-wise it made more sense to start over and build new. There has been interest in new development, and it would be a nice addition to the neighborhood.

There being no questions for the applicant, Chair Iacoboni asked for public testimony.

There being no public comment, Chair Iacoboni closed the public hearing.

After discussion of the required conditional use permit relevant criteria and standards, Commissioners Ball and Wolf moved and seconded, respectively, to direct staff to draft a Reasoned Statement approving ZNC25-1. The motion carried 3-0.

D. PUBLIC HEARING AND DELIBERATION AND DIRECTION TO STAFF REGARDING THE REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS FOR CONDITIONAL USE PERMIT CUP25-3 BY MATT & SARAH WARREN:

Chair Iacoboni explained the public hearing process, opened the public hearing and asked for a staff presentation.

Staff Hollingshead provided a verbal summary of the staff report with maps and photos so the commission could get geographically familiar with the area.

Commissioner Cable asked staff if the property would need to go through the permitting process since there was not one pulled at the change of use.

Staff Hollingshead stated yes, they would need to go through the building permit process.

There being no more questions for the staff, Chair Iacoboni asked the Applicant for testimony.

Sarah Warren, Lewiston Idaho stated that nothing in the purchasing paperwork showed that it couldn't be used as residential. The current rental was used as residential living for college students. They plan to use this rental as a retirement plan.

Commissioner Ball asked if the intent was to be a rental and continue to be a rental.

Applicant Warren stated yes.

Commissioner Wolf asked if there were renters in the unit when the applicant bought it.

Applicant Warren stated that at the time of purchase, the owner was living in it, but he was able to get renters in it for them before he moved out. They have tried to list it as a commercial property, and there was no movement on it.

Commissioner Cable asked how many renters can occupy.

Applicant Warren stated the 2 units are each 2-bedroom. The building being so old there are upgrades that should be done. The third unit would be a little studio.

Commissioner Ball asked if the applicant had a list of interested renters at this time.

Applicant Warren stated that when it was listed, there were contacts reaching out each day, asking about the rental and looking for housing. They do not charge much for rent, so it is affordable.

Commissioner Wolf asked if there is anything in the rental agreement in regards to nuisance or noise.

Applicant Warren stated that the agreement states they will abide by the city code.

Commissioner Wolf asked if there are current utilities.

Applicant Warren said yes, but not to the garage; those would be added.

There being no further questions for the applicant or any public testimony, Chair Iacoboni closed the Public Hearing.

After discussion of the required conditional use permit relevant criteria and standards, Commissioners Wolf and Ball moved and seconded, respectively, to direct staff to draft a Reasoned Statement approving CUP25-3. The motion carried 4-0.

IV. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for the July 9, 2025 meeting.

All commissioners in attendance should be in attendance for the July 9, 2025 meeting. There are no public hearings scheduled for the July 9, 2025 meeting, but there will be reasoned statements.

V. ADJOURN

There being no further business, Commissioners Ball and Cable moved and seconded, respectively, to adjourn. The motion carried 4-0, and the Planning and Zoning Commission adjourned at approximately 6:36 p.m.

RESPECTFULLY SUBMITTED,

Dawn Ortiz

Dawn Ortiz,
Recording Secretary

Sam M
Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this 9th day of July, 2025.



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
A & R CONSTRUCTION INC	119733	6/26/2025	WATER	PW-WTP-SOUTHPORT #3 MOTOR PULLED FOR REPAIR	\$695.00
ADVANCED CONTROL SYSTEMS, LLC	119735	6/26/2025	WATER	BPO-PW-WTP SCADA TROUBLESHOOTING/REPAIRS	\$7,861.47
			WSTWTR	BPO-PW-WWA-SCADA TROUBLESHOOTING	\$8,055.99
				WW034BPO- LOSD LIFT STATIONS-SCADA TROUBLESHOOTING	\$155.00
ALLIANCE TITLE & ESCROW	119708	6/26/2025	TRNSPN	TR040 9TH ST GRADE KN18938; ROW CONTRACT	\$20,938.50
ALWAYS TOWING LLC	400421	6/26/2025	POLICE	BPO PD TOW SERVICE	\$98.00
AMAZON CAPITAL SERVICES	119737	6/26/2025	FIRE	FIRE - AMAZON - SUPPLIES	\$130.20
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$28.81
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$125.93
			PARKSFAC	PARKS - AMAZON - KIRBY IPAD CASE	\$33.23
			TRNSPN	PW - ST - PROGRESSIVE AUTOMATIONS 12V ACTUATOR	\$342.65
			WATER	PW-WD-#371, POWER INVERTER; LIGHTS	\$339.73
			WSTWTR	PW-WWTP-FLUKE PRV240 PROVING UNIT AND CASE	\$179.98
AMAZON CAPITAL SERVICES INC	119736	6/26/2025	TRANSITOP	TRANSIT BPO OFFICE/CLEANING SUPPLIES	\$111.59
ANATEK LABS INC	400422	6/26/2025	WATER	PW-WTP-2025 TESTING WELLS; QUOTE ATTACHED	\$7,580.00
				PW-WTP-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$3,070.00
				PW-WTP-LEAD AND COPPER TESTING (30)	\$1,470.00
			WSTWTR	BPO-PW-IPT-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$605.00
ANTHONY H SEUBERT	119811	6/26/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$266.00
APPLE INC	119738	6/26/2025	PARKSFAC	NEW IPAD FOR NEIL LITCHFIELD	\$479.00
ARROW CONSTRUCTION SUPPLY LLC	400423	6/26/2025	TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$343.75
ASOTIN COUNTY LANDFILL	400382	6/18/2025	SANITATION	BPO - PW - FY25 MONTHLY SOLID WASTE DISPOSAL	\$127,246.76
			WSTWTR	BPO-PW-WWTP-FY25 MONTHLY DISPOSAL	\$593.75
ASSOCIATION OF IDAHO CITIES	400420	6/26/2025	LEGAL	REG-TENGONO-IMA SUMMER CONF 2025	\$150.00
			LEGISLATIV	REGISTRATION: 2025 AIC ANNUAL MEETING	\$375.00
ATLAS SAND & ROCK	119739	6/26/2025	TRNSPN	BPO - ST - DUTHIE SAND & ROCK	\$80.90
			WATER	WR513-3RD ST 10TH-15TH AVE: BACKFILL MATERIAL	\$1,639.33



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
BLUE RIBBON LINEN SUPPLY INC	119740	6/26/2025	FIRE	BPO FIRE - BLUE RIBBON - LAUNDRY SERVICE	\$1,280.16
BOB'S TROPICAL FISH & PET SHOP INC DBA BOB'S PET & POND	119741	6/26/2025	LIBRARY	BPO - LIB - FISH TANK CLEANING	\$239.97
BRIAN E WARD DBA GUMBY ENTERPRISES INC	119814	6/26/2025	FLTMAINT	BPO - FLEET TOOLS & SUPPLIES	\$153.25
BUCHANAN AUTOMATION INC	119742	6/26/2025	WSTWTR	PW-WWTP-PILOT VALVES	\$582.19
CAMP CABIN & HOME INC	119743	6/26/2025	TRNSPN	BPO - ST/TR - PROPANE	\$113.37
CANON FINANCIAL SERVICES INC	119744	6/26/2025	COMDEV	BPO-CD-CANON PRINTER: DX5760I COPIER LEASE-CANON	\$253.63
CATALYST MEDICAL GROUP PLLC	119745	6/26/2025	FIRE	BPO - FIRE - CATALYST MEDICAL - PHYSICALS	\$571.22
			TRANSITOP	TRANSIT BPO DRIVER DOT PHYSICAL FEES	\$152.20
CDW GOVERNMENT LLC	119746	6/26/2025	INFOSYSTMS	OFFICE365 LICENSES	\$9,462.00
CED - CONSOLIDATED ELECTRICAL DISTRIBUTORS	400424	6/26/2025	PARKSFAC	BPO - FAC - CONSOLIDATED ELEC - ELECTRICAL SUPPL	\$66.32
				FACILITIES - CED - BREAKERS AND RECPT.	\$467.10
				LED T5 25W 4000K BYPASS LAMP REFUND	(\$175.00)
CENTURYLINK	119689	6/18/2025	COMDEV	BILL DATE 06/11/25 UTILITY CHARGES	\$91.01
			FIRE	BILL DATE 06/11/25 UTILITY CHARGES	\$833.79
			INFOSYSTMS	BILL DATE 06/11/25 UTILITY CHARGES	\$579.36
			LIBRARY	BILL DATE 06/11/25 UTILITY CHARGES	\$58.00
			PARKSFAC	BILL DATE 06/11/25 UTILITY CHARGES	\$1,097.12
			POLICE	BILL DATE 06/11/25 UTILITY CHARGES	\$999.47
			TRANSITOP	BILL DATE 06/11/25 UTILITY CHARGES	\$182.03
			WATER	BILL DATE 06/11/25 UTILITY CHARGES	\$455.06
			WSTWTR	BILL DATE 06/11/25 UTILITY CHARGES	\$475.04
	119747	6/26/2025	INFOSYSTMS	06/16/25 BILL DATE UTILITY CHARGES	\$27.49
CES	400425	6/26/2025	WSTWTR	WW099-SCADA UPGRDES; 12V POWER SUPPLIES FOR WWC	\$2,615.10
CHS INC	119748	6/26/2025	FLTMAINT	INV/ ONE DRUM OF 5W20 MOTOR OIL	\$873.40
			WSTWTR	PW-WWC-GROUND SPRAYS FOR MAINT AROUND BLDGS	\$245.96



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
CINTAS CORPORATION #606	11974 9	6/26/2025	FLTMAINT	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$157.58
			PARKSFAC	BPO - PARKS - CLEANING SUPP. & LAUNDERED UNIFORMS	\$73.00
CITY OF LEWISTON EMPLOYEE BENEFIT PLAN TRUST	11970 9	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$413,199.04
CITY OF LEWISTON EMPLOYEE BENEFIT- CAFETERIA PLAN	11971 0	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$8,576.88
CITYSERVICEVALCON LLC	11975 0	6/26/2025	WATER	WR513-3RD ST 10TH-15TH AVE: FUEL	\$146.26
CLEARWATER HYDRAULICS LLC	40042 6	6/26/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$315.46
COFFMAN ENGINEERS INC	11975 1	6/26/2025	PROPIMPR	PF023 - LIBRARY LIGHTING	\$1,625.00
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	11975 2	6/26/2025	CEMETERY	CP-0264144 BILL DATE 6/15/25	\$109.42
			COMDEV	CP-0264144 BILL DATE 6/15/25	\$211.79
				CP-0265859 BILL DATE 06/22/25	\$179.97
			FIRE	CP-0264144 BILL DATE 6/15/25	\$1,427.91
				CP-0265859 BILL DATE 06/22/25	\$1,185.22
			FLTMAINT	CP-0264144 BILL DATE 6/15/25	\$41.14
				CP-0265859 BILL DATE 06/22/25	\$13.99
			HR	CP-0265859 BILL DATE 06/22/25	\$59.60
			LEGISLATIV	CP-0265859 BILL DATE 06/22/25	\$34.48
			PARKSFAC	CP-0264144 BILL DATE 6/15/25	\$905.24
				CP-0265859 BILL DATE 06/22/25	\$620.36
			POLICE	CP-0264144 BILL DATE 6/15/25	\$2,023.67
				CP-0265859 BILL DATE 06/22/25	\$2,243.75
			RECREATION	CP-0265859 BILL DATE 06/22/25	\$74.74
			SANITATION	BPO - TS - FUEL	\$385.27
				BPO - TS - FY25 FUEL FOR SDI HAUL	\$1,570.95
			STMWTR	CP-0264144 BILL DATE 6/15/25	\$414.12
			TRANSITOP	CP-0264144 BILL DATE 6/15/25	\$1,739.59
				CP-0265859 BILL DATE 06/22/25	\$1,746.52
			TRNSPN	CP-0264144 BILL DATE 6/15/25	\$1,665.80
				CP-0265859 BILL DATE 06/22/25	\$1,076.57
			WATER	CP-0264144 BILL DATE 6/15/25	\$303.16
				CP-0265859 BILL DATE 06/22/25	\$178.84
			WSTWTR	CP-0264144 BILL DATE 6/15/25	\$551.70
				CP-0265859 BILL DATE 06/22/25	\$554.03
COLLIER ELECTRIC LLC	11975 3	6/26/2025	WSTWTR	BPO-PW-WWTP-ONCALL ELEC SRVS	\$575.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
COLLIER ELECTRIC LLC	119753	6/26/2025	WSTWTR	PW-WWC CITY LIFT STATION ELECTRICAL CALL-OUTS	\$690.00
COMMERCIAL TIRE INC	400427	6/26/2025	FLTMAINT	OSL/ 4 NEW DRIVE TIRES FOR #007 ENGINE	\$2,435.92
CONTINENTAL AMERICAN INSURANCE COMPANY DBA AFLAC GROUP	119707	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$1,201.59
CUES INC	119756	6/26/2025	WSTWTR	PW-WWCOLL-BPO MISC REPAIRS TO TRUCK EQUIP	\$1,695.29
D & D MCLAUGHLIN LLC DBA MUD ON THE FLY	119757	6/26/2025	WATER	WR513-3RD ST 10TH-15TH AVE: THRUST BLOCKS/CONCRET	\$300.00
DEMCO INC	119758	6/26/2025	LIBRARY	BPO - LIB - CATALOGING SUPPLIES	\$1,364.86
EARLY BIRD SUPPLY INC	119760	6/26/2025	WATER	PW-WTP-BPO MISC BUILDING MATERIAL	\$21.97
EFTPS	2823	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$178,354.19
EMPOWER TRUST COMPANY LLC	2825	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$43,481.59
ENVIRONMENTAL RESOURCE ASSOCIATES	119761	6/26/2025	WSTWTR	PW-WWTP-2025 DMRQA RENEWAL	\$605.95
ERB'S ACE HARDWARE LLC	119762	6/26/2025	PARKSFAC	BPO POOLS - ACE HARDWARE - POOL CHEMICALS	\$176.74
			SANITATION	BPO - TS - OPERATING SUPPLIES	\$18.69
			WATER	PW-WD-BPO OPERATING SUPPLIES: TOOLS & HARDWARE	\$73.06
				PW-WTP-BPO-OPERATING SUPPLIES: TOOLS & HARDWARE	\$148.31
			WSTWTR	PW-WWCOLL-BPO SUPPLIES AND EQUIPMENT	\$16.96
FASTENAL COMPANY	119763	6/26/2025	WSTWTR	PW-WWTP-BPO MAINT SUPPLIES	\$15.34
FEDEX	119764	6/26/2025	FIRE	BPO FIRE - FEDEX - SHIPPING	\$55.50
			WSTWTR	PW-WWCOLL-BPO SHIPPING CHARGES	\$78.11
FERGUSON ENTERPRISES #3011	119765	6/26/2025	PARKSFAC	PARKS - FERGUSON - DRINKING FOUNTAIN FILTER	\$136.01
			STMWTR	PW-STORM-BPO CULVERT & STORM SYSTEM SUPPLIES	\$310.60
			TRNSPN	PW-STs-BACKFLOW PREVENTERS (2)	\$1,240.79
			WATER	PW-WD-NON INVENTORY; METERS, ETC; QUOTE ATTACHED	\$1,439.00
				WR079 SRV LINE REPLACEMENT - MANDARIN PINE	\$2,010.15
			WSTWTR	PW-WWTP-BPO PIPING PARTS	\$804.50
FISHER SYSTEMS INC	400429	6/26/2025	COMDEV	BPO-CD-FIRE ALARM MONITORING TESTING FOR CD BUILD	\$216.00
			LIBRARY	LIB - FIRE ALARM MONITORING	\$420.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
FISHER SYSTEMS INC	400429	6/26/2025	LIBRARY	LIB - SECURITY ALARM MONITORING	\$288.00
			POLICE	BPO PD EVIDENCE ALARM SYSTEM MAINTENANCE FEES	\$156.00
			SANITATION	PW - TS - SEMI-ANNUAL FIRE ALARM INSPECTIONS	\$448.50
			WATER	PW WATER ALARM MONITORING-WTP, WTP SHOP, CELL COM	\$1,710.00
				PW-WTP BPO SERVICE CALLS FOR ALARMS	\$664.61
			WSTWTR	PW-WW-BPO ALARM MONITORING	\$1,656.00
FOP LEWIS CLARK LODGE #10	119711	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$1,817.46
FOUR SEASONS LAWN CARE	119766	6/26/2025	FIRE	FIRE - FOUR SEASONS LAWN CARE - PESTICIDE	\$95.00
GATEWAY MATERIALS	119768	6/26/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$1.80
			WATER	PW-WD-HEADACHE RACK FOR #375	\$258.28
			WSTWTR	PW-WWCOLL-BPO FABRICATED METAL PARTS AND STOCK	\$55.25
GEORGE WILLIAM REED	119805	6/26/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$184.80
GOVWELL TECHNOLOGIES INC	400430	6/26/2025	COMDEV	CD-GOVWELL PROGRAM IMPLEMENTATION & DATA MIGRATIO	\$17,500.00
GRAINGER	400431	6/26/2025	WATER	PW-WTP-BPO MOTORS/PUMPS/TOOLS/FITTINGS	\$176.60
			WSTWTR	PW - WWC - 3 INCH TRASH PUMP FOR BYPASS PUMPING	\$3,298.84
H & H BUSINESS SYSTEMS	119769	6/26/2025	FIRE	BPO FIRE - H&H - ADMIN COPIER	\$98.65
			TRNSPN	BPO - ENG:DEV - MPW6700SP WIDE FORMAT MAINTENANCE	\$4.91
HACH COMPANY	119770	6/26/2025	WATER	WR043 SLA CHLORINE ANALYZER AND CONTROLLER	\$6,911.73
				WR043 SLA INSTAKE SURFACE SCATTER TURBIDIMETER	\$7,571.33
HAHN RENTAL CENTER	119771	6/26/2025	WSTWTR	PW-WWCOLL-BPO RENTAL TOOLS	\$40.00
HAHN SUPPLY	119772	6/26/2025	PARKSFAC	BPO - FAC - HAHN - FURNACE FILTERS	\$906.86
				BPO - PARKS - HAHN SUPPLY - MISC TOOLS	\$202.80
HALME CONSTRUCTION INC	400432	6/26/2025	WATER	WR050 RAW INTAKE SITE C INTAKE RECON PHASE 1	\$1,826,042.50
HELLS CANYON ELECTRIC LLC	400433	6/26/2025	WATER	WR098 FACILITY SECURITY; GATE/DOORS/CAMERA INSTAL	\$8,717.10
HOME DEPOT CREDIT SERVICES	119774	6/26/2025	FLTMAINT	BPO/ FLEET SHOP SUPPLIES	\$55.98
			INFOSYSTMS	BPO - ISS - TOOLS AND SUPPLIES HOME DEPOT	\$58.17
			PARKSFAC	BPO - FAC - HOME DEPOT - CONSTRUCTION SUPPLIES	\$52.24
			WSTWTR	PW-WWTP-BPO SUPPLIES, POWER AND HAND TOOLS	\$161.34



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
HORROCKS LLC	40043 4	6/26/2025	TRNSPN	TR023 SRA; SWAY TO 11TH (KN 13443) - SUPP. #2	\$68,703.08
HUBER ACTION FREIGHT INC	11969 0	6/18/2025	FLTMAINT	BPO/ FLEET FREIGHT CHARGES	\$14.30
I A F F - LOCAL #1773	11971 3	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$3,216.00
IDAHO CHILD SUPPORT RECEIPTING	11971 4	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$270.00
IDAHO DEPT OF CORRECTION	11977 5	6/26/2025	CEMETERY	BPO-CEM/PARKS - IDOC - INMATE LABOR	\$7,213.50
IDAHO RURAL WATER ASSOCIATION	11977 6	6/26/2025	WATER	IRWA MEMBERSHIP DUES 6/30/25-6/30/26 SYSTEM	\$131.66
			WSTWTR	IRWA MEMBERSHIP DUES 6/30/25-6/30/26 SYSTEM	\$553.34
IDAHO STATE POLICE	11977 7	6/26/2025	COMDEV	BPO-CD-FINGERPRINT FEES RELATING TO BUSINESS LIC	\$432.25
			LIBRARY	BPO - LIB - NAMECHECKS	\$120.00
IDAHO STATE TAX COMMISSION	11971 5	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$28,593.00
IDAHO TRUCK SALES CO	11977 8	6/26/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$320.46
			FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$132.54
IMAGE DESIGN CENTER	11977 9	6/26/2025	LIBRARY	LIBRARY SIGNAGE PROJECT & HISTORIC SIGN	\$495.00
INGRAM LIBRARY SERVICES	11978 0	6/26/2025	LIBRARY	BPO - LIB - ADULT FICTION	\$1,184.80
				BPO - LIB - ADULT NONFICTION 1ST FLR	\$622.11
				BPO - LIB - ADULT NONFICTION 2ND FLR	\$427.54
				BPO - LIB - JUVENILE FICTION	\$728.60
				BPO - LIB - JUVENILE NONFICTION	\$8.75
				BPO - LIB - LARGE PRINT	\$203.63
				BPO - LIB - TEEN FIC	\$223.25
				BPO - LIB - TEEN NONFICTOIN	\$11.06
				BPO - LIB JUVENILE BOOKMOBILE ORDERS	\$11.65
				LIB - BPO - ADULT BOOKMOBILE	\$247.39
				LIB - THAT ALL MAY READ GRANT BOOKS	\$120.95
INLAND FASTENER INC	40043 5	6/26/2025	FLTMAINT	BPO - FLEET REPAIR PARTS & SUPPLIES	\$21.04
			TRNSPN	PW - ENG - MARKING PAINT FOR ROW	\$400.97
			WSTWTR	PW-WWTP-BPO EQUIPMENT SUPPLIES	\$35.93
INTEGRITY PUMP SOLUTIONS INC DBA IPS INC	40043 6	6/26/2025	WSTWTR	PW-WWTP-BOERGER PUMPS REBUILT; QUOTE ATTACHED	\$9,996.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
INTERMOUNTAIN CLAIMS INC	119691	6/18/2025	INSTRUST	REIMBURSE WORKERS COMP ACCOUNT	\$29,681.89
	400437	6/26/2025	INSTRUST	MAY INTERMOUNTAIN INVOICE WORKERS COMP	\$4,667.00
ITD REVENUE OPERATIONS	2709	6/26/2025	FLTMAINT	BPO/ FLEET LICENSING & REGISTRATION RENEWALS	\$23.57
	2710	6/26/2025	FLTMAINT	BPO/ FLEET LICENSING & REGISTRATION RENEWALS	\$5.12
JEFF PRIOR AND JORDAN SCHEUERMANN DBA CANYON CONCRETE LLC	119688	6/18/2025	FLTMAINT	FLEET SHOP FLOOR FILLER FOR HYDR LINE REPAIR	\$3,850.00
JOE HALL FORD	400438	6/26/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$300.00
JOHN'S SAW SERVICE	400439	6/26/2025	PARKSFAC	BPO - PARKS - JOHN'S SAW ENGINE REPAIR	\$25.99
			TRNSPN	BPO - ST/TR - TOOL REPAIR SERVICES	\$34.64
JON ADAMS	119734	6/26/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$159.60
JONES EXCAVATION LLC	400440	6/26/2025	STMWTR	SM100 1121 29TH ST; SINKHOLE RESPONSE	\$8,830.00
J-U-B ENGINEERS	400441	6/26/2025	PROPIMPR	PR: DESIGN FOR BASKETBALL AND FITNESS AT COMM PARK	\$1,550.00
			WATER	PW-WR060 COMM DR RES; CL INJECTION ENGINEERING; C	\$195.30
				PW-WR071 RESERVOIRS EVALS & RECOATS; OWNERS AGENT	\$360.70
				PW-WTR-WR043 DESIGN OF CAPITAL WATER REPLACEMENTS	\$968.40
			WSTWTR	WW060 2023 WW IMPROVEMENT PROJECT-CE&I	\$6,733.10
				WW060 TO27 2024 PIPE BURST CEI SRA	\$3,324.60
JUSTIN GLENN	119726	6/26/2025	HR	J. GLENN MOVING EXPENSE REIMBURSEMENT	\$9,497.10
KAREN SELDON	119810	6/26/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$204.40
KATHERINE LOUISE CONE	119754	6/26/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$31.50
KENASTON CORPORATION	119784	6/26/2025	TRANSITCAP	TRANSIT COMMUNITY CENTER BUS STOP CONSTRUCTION	\$49,414.73
KENASTON-LEONE & KEEBLE GROUP	400383	6/18/2025	ECONDEV	21.027 WR0600 ARPA DWNTNW MAIN REP-CM/GC PH1&PH2	\$519,458.71
KENWORTH SALES COMPANY	119692	6/18/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$159.24
				REPL TURBO ACTUATOR KIT FOR #008 ENGINE	\$1,860.87
	119785	6/26/2025	FLTMAINT	OSL/ REPAIR FOR CEL ON #008 ENGINE	\$902.42
				REPL DEF HEADER FOR #713 BUS	\$1,706.59
KYLER WAY	119706	6/18/2025	RECREATION	UMPIRED 2 CITY LEAGUE SB GAMES @ 30.00 EACH	\$60.00



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
LATAH SANITATION INC	11978 2	6/26/2025	SANITATION	BPO - PW - FY25 MONTHLY YW COMPOSTING SRVCS	\$66,440.49
				PW - TS - PUMP UNDERGROUND PIT FROM SCALES	\$415.00
	11978 3	6/26/2025	CEMETERY	BPO PARKS AND CEMETERY PORTABLE TOILETS	\$83.00
			PARKSFAC	BPO PARKS AND CEMETERY PORTABLE TOILETS	\$893.00
			WATER	WR513-3RD ST 10TH-15TH AVE: PORTAPOT	\$111.00
LATAH SANITATION INC DBA CLEARWATER COMPOSTING, INLAND NORTH WASTE, KING'S THRONES & PUMPING SERVICE	11978 1	6/26/2025	WSTWTR	PW-WWTP-BPO BIOSOLIDS DISPOSAL	\$17,540.95
LAWSON PRODUCTS INC	11978 6	6/26/2025	FLTMAINT	BPO - FLEET REPAIR PARTS & SUPPLIES	\$37.90
LEGACY PAVING AND CONSTRUCTION LLC	40044 2	6/26/2025	WATER	PW-WD-BPO FOR EMERGENCY ASPHALT PATCHES	\$800.00
LES SCHWAB TIRE CENTER	11978 7	6/26/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$615.76
LHTAC	11978 8	6/26/2025	TRNSPN	REG - VARIOUS - LHTAC BASIC PLAN READING	\$480.00
				REG - VARIOUS - LHTAC ROADWAY SAFETY AUDITS	\$480.00
LINC WAY	11973 2	6/26/2025	RECREATION	UMPIRED 15 GAMES @ 30 PER GAME	\$450.00
MARK THOMPSON JR	11973 0	6/26/2025	RECREATION	UMPIRED 3 GAMES @ 30 PER GAME	\$90.00
MATHEW LANE	11971 6	6/26/2025	RECREATION	UMPIRED 36 GAMES AT 32.50 PER GAME	\$1,170.00
MATTHEW HERSH	11971 2	6/26/2025	RECREATION	UMPIRED 3 GAMES @ 30 PER GAME	\$90.00
MCMILLEN JACOBS ASSOCIATES	11978 9	6/26/2025	WATER	WR050 RAW WTR INTAKE DESIGN - WTP INTAKE REBUILD	\$109,052.63
MERCURY MEDICAL	11979 0	6/26/2025	FIRE	BPO FIRE - MERCURY MEDICAL - EMS SUPPLIES	\$332.56
MIDWEST TAPE LLC	11979 1	6/26/2025	LIBRARY	BPO - LIB - ADULT DVD ORDERS	\$223.40
				BPO - LIB - JUVENILE DVDS	\$167.92
MILLER BROTHERS PLUMBING HEATING & SHEET METAL	11979 2	6/26/2025	WATER	PW - WD - WATERWORKS/PLUMBING FITTINGS/ACCS.	\$34.95
MISC CUSTOMER REFUND	11969 3	6/18/2025	PARKSFAC	A. WILLIAMS SHELTER DBL BOOKED	\$70.00
	11969 4	6/18/2025	COMDEV	CAP DOUBLE PAYMENT OF BUSINESS LICENSE	\$358.00
	11969 5	6/18/2025	RECREATION	D. SARBACHER PROGRAM CANCELLED	\$150.00
	11969 6	6/18/2025	ECONDEV	REIMBURSE OVERPAYMENT OF INTEREST	\$10,883.17



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
MISC CUSTOMER REFUND	119697	6/18/2025	POLICE	GREEN MACHINE ICE CREAM COOL DOWN W/ A COP	\$400.00
	119698	6/18/2025	RECREATION	H. WINTER PROGRAM CANCELLED	\$150.00
	119699	6/18/2025	RECREATION	J. REINER PROGRAM CANCELLED	\$150.00
	119700	6/18/2025	ECONDEV	LCVARC CBDG REIMBURSEMENT FOR PUBLIC SERVICES	\$395.79
	119701	6/18/2025	PARKSFAC	MERILYNN SCHARNHORST DID NOT USE	\$90.00
	119702	6/18/2025	RECREATION	M. ERICKSON PROGRAM CANCELLED	\$150.00
	119703	6/18/2025	PARKSFAC	S. SALDECKE SHELTER DBL BOOKED	\$65.00
	119718	6/26/2025	WATER	UB 0301001554 1020 7TH	\$109.08
	119719	6/26/2025	WSTWTR	EQUIPMENT STORE TRASH PUMP PURCHASE	\$51,382.00
	119720	6/26/2025	UNDEFINED	FIS PYMNT RECEIVED RM FIS FOR CUSTOMER W/ NO ACT	\$218.40
	119721	6/26/2025	COMDEV	L. GLINES APPEAL OF CUP24-3, CITY REFUND APPEAL FE	\$325.00
	119722	6/26/2025	ECONDEV	PRINTCRAFT PRINTING CDBG-LISD	\$1,120.00
	119723	6/26/2025	TRNSPN	R. SAMAYOA PERMIT REFUND	\$75.00
	119724	6/26/2025	RECREATION	S. ANDREWS FOR JILL ANDREWS MEM SB CLINIC TSHIRTS	\$963.05
	119725	6/26/2025	RECREATION	TURFTEC USA LLC STALE DATE CHECK HAD TO REISSUE	\$500.00
MY ARCHITECT LLC	400443	6/26/2025	TRANSITCAP	TRANSIT BPO COMM CTR BUS STOP CONSTRUCTION MANAGE	\$2,290.75
NAPA AUTO PARTS	119793	6/26/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$240.16
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$982.66
NATIONAL SAFETY INC	119794	6/26/2025	TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$98.55
NATIONWIDE RETIREMENT	2821	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$16,453.97
NATIONWIDE-RESERVE	2824	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$2,134.46
NEZ PERCE COUNTY RECORDER	119795	6/26/2025	EXECUTIVE	RECORDATION OF DOCUMENTS	\$11.00
NEZ PERCE COUNTY SHERIFF	119727	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$463.73
NICHOLAS MASTERS	119717	6/26/2025	RECREATION	UMPIRED 12 GAMES @ 30 PER GAME	\$360.00
NORCO INC	400444	6/26/2025	FIRE	BPO FIRE - NORCO - MEDICAL OXYGEN/SUPPLIES	\$489.14
			WATER	PW-WD-BPO FABRICATION, WELDING TOOLS & PERSONNEL	\$22.38



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
NORTH 40 OUTFITTERS	11979 6	6/26/2025	FIRE	BPO FIRE - NORTH 40 - STATION SUPPLIES	\$179.00
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$37.37
			PARKSFAC	BPO - PARKS - NORTH 40 MISC SUPPLIES	\$159.72
			TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$142.97
			WATER	PW-WD-BPO OPERATING SUPPLIES	\$124.52
				PW-WD-SAFETY SHOES; J BRUNELLE	\$164.99
				PW-WTP-BPO OPERATING SUPPLIES	\$128.92
			WSTWTR	PW - WWC - PPE: NEW EMPLOYEE (RJ CHANDLER)	\$459.94
				PW-WWCOLL-BPO OPERATING SUPPLIES	\$169.88
				PW-WWTP-BPO OPERATING SUPPLIES	\$138.20
NORTHWEST ENGRAVING	11979 7	6/26/2025	FIRE	FIRE - NORTHWEST ENGRAVING - PASSPORT TAGS	\$156.00
ODP BUSINESS SOLUTIONS LLC	11979 9	6/26/2025	COMDEV	BPO-CD-OFFICE SUPPLIES-PAPER, PENS, OTHER RELATED	\$81.00
			EXECUTIVE	EXEC BPO: COPY PAPER FOR CITY HALL COPIER	\$202.50
			FINANCE	BPO - ODP OFFICE SUPPLIES	\$12.33
			LIBRARY	BPO - LIB - OFFICE SUPPLIES	\$25.16
			TRNSPN	BPO - PW OFFICE - OPERATING/OFFICE SUPPLIES	\$85.71
O'REILLY AUTO PARTS	11979 8	6/26/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$119.74
			FLTMAINT	BPO/ FLEET REPAIR PARTS	\$143.11
OVERDRIVE INC	11980 0	6/26/2025	LIBRARY	BPO - LIB - ADULT OVERDRIVE	\$986.98
				BPO - LIB - JUVENILE OVERDRIVE	\$1,365.35
OWEN EQUIPMENT	11980 1	6/26/2025	WSTWTR	WW051 SLA JET NOZZLES; QUOTE ATTACHED	\$14,593.00
OXARC	11980 2	6/26/2025	FIRE	BPO FIRE - OXARC - CYLINDER RENTAL	\$22.28
			PARKSFAC	BPO - POOL - OXARC - 2025 ORCHARDS POOL CHEMICALS	\$2,444.53
			WATER	PW-WD- BPO SAFETY SUPPLIES	\$37.71
				PW-WTP-BPO SODIUM HYPOCHLORITE FOR WELLS	\$5,664.55
				PW-WTP-BPO-CALCIUM THIOSULFATE FOR WATER TREATMENT	\$2,138.45
			WSTWTR	PW-WWCOLL-BPO PERSONNEL SAFETY SUPPLIES	\$9.56
PACIFIC HIDE & FUR DEPOT	11980 3	6/26/2025	WSTWTR	PW-WWC-BPO STEEL SUPPLIES	\$35.31
PAMELA A FURCHTENICHT	11976 7	6/26/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$111.30



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
PAUL SCOTT DRIVER	119759	6/26/2025	RECREATION	BPO SENIOR NUTRITION MEAL DELIVERY REIMBURSEMENT	\$98.00
PERSI	2822	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$188,793.93
PETTY CASH - CITY HALL	119728	6/26/2025	COMDEV	JUNE '25 PETTY CASH RECONCILIATION	\$19.00
			EXECUTIVE	JUNE '25 PETTY CASH RECONCILIATION	\$31.79
			FINANCE	JUNE '25 PETTY CASH RECONCILIATION	\$29.23
			FIRE	JUNE 2025 PETTY CASH RECONCILITATION	\$303.11
			FLTMAINT	JUNE 2025 PETTY CASH RECONCILIATION	\$18.41
			LEGISLATIV	JUNE '25 PETTY CASH RECONCILIATION	\$23.68
			LIBRARY	JUNE '25 PETTY CASH RECONCILIATION	\$65.74
			POLICE	JUNE '25 PETTY CASH RECONCILIATION	\$103.99
			TRANSITOP	JUNE 2025 PETTY CASH RECONCILIATION	\$23.29
PRINCRAFT PRINTING	400445	6/26/2025	POLICE	PD-BLANK CARDS FOR THE OFFICE OF THE CHIEF	\$80.00
			TRNSPN	PW-TR-BUSINESS CARDS; M KELLEY (500)	\$75.00
PSYCHOLOGICAL DIMENSIONS LLC	400446	6/26/2025	POLICE	PD-PREEMPLOYMENT PSYCHOLOGICAL TESTING FOR J.SCOT	\$425.00
QUALITY CONCRETE PRODUCTS	119804	6/26/2025	PARKSFAC	PARKS - QUALITY CONCRETE - PIONEER FOUNTAIN	\$215.37
RELIANCE STANDARD LIFE INSURANCE COMPANY	119729	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$9,166.02
RICK HINES	119773	6/26/2025	FLTMAINT	BPO/ UPHOLSTERY REPAIRS FOR FLEET	\$160.00
RICOH USA INC	119806	6/26/2025	LIBRARY	BPO - LIB - LEASE FEES	\$181.20
	119807	6/26/2025	LIBRARY	BPO - LIB - COPY FEES	\$42.99
RUSH TRUCK CENTERS OF IDAHO	119808	6/26/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS & REPAIRS	\$155.00
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	400384	6/18/2025	SANITATION	BPO - PW - FY25 ANNUAL CURBSIDE COLLECTION	\$21,087.34
				BPO - TS - FY25 CARDBOARD	\$96.00
				BPO - TS - FY25 SINGLE STREAM RECYCLING	\$351.39
				BPO - TS - FY25 TONNAGE HAUL	\$29,253.34
	400449	6/26/2025	SANITATION	BPO - PW - FY25 EXTRA YW & RECY CURBSIDE CARTS	\$1,717.13
SCADACORE INC	119809	6/26/2025	WATER	BPO-PW-WTP-SCADACORE MONTHLY SUBSCRIPTION	\$2,520.00



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Vendor Name	Ck#	Ck Date	Department	Description	Total
SCHUMANN ENTERPRISES INC DBA EMPIRE PRESSURE WASH	400428	6/26/2025	TRANSITOP	TRANSIT BPO BUS WASHING & SANITIZATION	\$435.00
SHARON K DAMON DBA SKD INTERIORS LLC	119813	6/26/2025	LIBRARY	LIB - VERTICAL BLINDS EVENT SPACE	\$3,203.93
SIRCHIE ACQUISITION COMPANY LLC	119812	6/26/2025	POLICE	PD-EVIDENCE TAPE	\$215.86
SITEONE LANDSCAPE SUPPLY LLC	400447	6/26/2025	PARKSFAC	BPO - PARKS - SITE ONE IRRIGATION SUPPLIES	\$101.94
				PARKS - SITEONE - IRRIGATION PARTS FOR CP	\$971.45
				PARKS - SITEONE - LEAGUE OF WOMEN BENCH	\$133.87
SPARKLIGHT	400448	6/26/2025	STMWTR	BPO - PW DEPT - SURVEY STATION COST SHARE	\$32.96
			TRNSPN	BPO - PW DEPT - SURVEY STATION COST SHARE	\$32.96
			WATER	BPO - PW DEPT - SURVEY STATION COST SHARE	\$32.97
			WSTWTR	BPO - PW DEPT - SURVEY STATION COST SHARE	\$32.96
STERLING BATTERY COMPANY	119815	6/26/2025	FLTMAINT	BPO - FLEET VEHICLE BATTERIES	\$158.39
SWANK MOTION PICTURES INC	400450	6/26/2025	RECREATION	REC - SWANK MOTION PICTURES - 6 MOVIE RIGHTS	\$1,200.00
TAMMI L SMITH DBA THE COUNTRY STITCH	119755	6/26/2025	POLICE	BPO PD UNIFORM ALTERATIONS FOR PATROL	\$138.76
THE HOME DEPOT PRO	119816	6/26/2025	PARKSFAC	FACILITIES - HD SUPPLY - CLEANING SUPPLIES	\$95.52
THE RIVERSIDE HOTEL	2745	6/26/2025	POLICE	PD-HOTEL-TALBOTT-ILETS CONFERENCE	\$334.00
T-MOBILE	2686	6/18/2025	LIBRARY	BPO - LIB - MONTHLY CELL AND DATA CHARGES	\$234.69
	2687	6/18/2025	EXECUTIVE	EXEC BPO: TMOBILE CHARGES FOR CLERK CITY PHONE	\$33.43
	2688	6/18/2025	EXECUTIVE	BPO-PIO-MONTHLY PHONE BILL	\$44.07
	2689	6/18/2025	FLTMAINT	BPO/ FLEET T-MOBILE MONTHLY BILL	\$29.55
	2690	6/18/2025	SANITATION	BPO - TS - MOBILE MONTHLY BILL: R BROWN	\$33.43
	2691	6/18/2025	TRNSPN	BPO - ENG - MOBILE/TABLET MONTHLY CHARGES	\$69.36
	2692	6/18/2025	TRNSPN	BPO - ENG - MOBILE/TABLET MONTHLY CHARGES	\$62.73
	2693	6/18/2025	TRNSPN	BPO - ENG - MOBILE/TABLET MONTHLY CHARGES	\$32.80
	2694	6/18/2025	TRANSITOP	BPO TRANSIT IPAD DATA PLAN	\$16.40
	2695	6/18/2025	INFOSYSTMS	BPO - T-MOBILE LINES MONTHLY BILL	\$394.58
	2696	6/18/2025	FIRE	BPO FIRE - T-MOBILE - MONTHLY CELL PHONE CHARGES	\$197.48



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Vendor Name	Ck#	Ck Date	Department	Description	Total
T-MOBILE	2697	6/18/2025	STMWTR	BPO - STMW - MOBILE/TABLET MONTHLY CHARGES	\$44.70
	2698	6/18/2025	TRNSPN	BPO - ST - MOBILE MONTHLY BILL: J MILLER	\$33.43
	2699	6/18/2025	PARKSFAC	BPO REC ADMIN CELL PHONE CHARGES	\$116.69
	2700	6/18/2025	PARKSFAC	BPO FACILITIES CELL PHONE CHARGES	\$100.29
	2701	6/18/2025	PARKSFAC	BPO PARKS CELL PHONE CHARGES	\$236.25
	2702	6/18/2025	WSTWTR	PW-WW-BPO MOBILE/TABLET MONTHLY CHARGES	\$158.25
	2703	6/18/2025	WATER	PW-WTR-BPO MOBILE/TABLET MONTHLY CHARGES	\$618.87
	2704	6/18/2025	COMDEV	BPO-CD-PHONE SERVICE FOR CELL PHONES & TABLETS	\$227.49
	2705	6/18/2025	HR	BPO - DATA SERVICE FOR HR DEPARTMENT	\$16.40
	2706	6/18/2025	LEGISLATIV	BPO COUNCIL: MONTHLY TMOBILE CHARGES	\$123.59
	2817	6/18/2025	POLICE	BPO PD DEPARTMENT CELL PHONE CHARGES	\$237.79
TRAVELERS	119817	6/26/2025	INSTRUST	TRAVELERS DEDUCTIBLE	\$820.00
TRIBUNE PUBLISHING CO	119704	6/18/2025	TRNSPN	MJ024 MAIN ST OUTREACH - MEDIA AD	\$1,624.08
	119818	6/26/2025	TRNSPN	MJ024 MAIN ST OUTREACH - MEDIA AD	\$818.00
	400451	6/26/2025	COMDEV	BPO-CD-PZC- PUBLISHED NOTICES FOR PUBLIC HEARINGS	\$166.64
			EXECUTIVE	EXEC BPO: PUBLICATIONS AND ORDINANCE SUMMARIES	\$168.20
UNIFORMS2GEAR INC	400452	6/26/2025	FIRE	FIRE - UNIFORMS2GEAR - UNIFORMS	\$663.77
			POLICE	PD-BALLISTIC VESTS OUTER CARRIER X4	\$4,296.24
UNITED RENTALS (NORTH AMERICA), INC.	119819	6/26/2025	SANITATION	PW-TS-MINI-EX RENTAL	\$1,323.00
			WATER	PW-WD-BPO SPECIALTY EQUIPMENT/TOOLS/ REPAIR SRV	\$59.99
URM STORES INC	400453	6/26/2025	PARKSFAC	BPO POOLS - URM - CONCESSION STAND PURCHASES	\$562.06
			RECREATION	BPO - SENIOR NUTRITION - DAILY FOOD PURCHASES	\$1,027.63
			TRNSPN	BPO - ST/TR - BREAKROOM SUPPLIES	\$52.14
US FOODS - SPOKANE	119820	6/26/2025	RECREATION	BPO FOOD SUPPLY FOR SENIOR MEAL PROGRAM	\$2,375.68
USABBLUEBOOK	119821	6/26/2025	WATER	PW-WTP-WELL CHLORINE REBUILD KITS (4)	\$1,589.85
VALLEY WASTE DISPOSAL LLC	119705	6/18/2025	SANITATION	BPO - PW - FY25 NON-MUNICIPAL SW DISPOSAL	\$3,798.87
	119822	6/26/2025	SANITATION	BPO - PW - FY25 NON-MUNICIPAL SW DISPOSAL	\$4,025.51



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Vendor Name	Ck#	Ck Date	Department	Description	Total
VALLEY WASTE DISPOSAL LLC	119822	6/26/2025	STMWTR	PW - STMW - NON-MUNICIPAL SW DISPOSAL; INV 12074	\$1,029.91
VALNET CONSORTIUM	119823	6/26/2025	LIBRARY	LIB - LIBRARY BARCODES	\$530.00
WASHINGTON STATE SUPPORT REGISTRY	119731	6/26/2025	ADMSVC	Payroll Run 1 - Warrant 062625	\$535.16
WELLS FARGO & COMPANY	2791	6/26/2025	TRNSPN	PW - ST - PALLET OF BOTTLED WATER (16 OZ, 48 CS)	\$282.61
	2792	6/26/2025	TRANSITOP	TRANSIT BPO OFFICE/CLEANING SUPPLIES	\$654.29
	2793	6/26/2025	FIRE	BPO FIRE - COSTCO - STATION SUPPLIES	\$688.31
	2794	6/26/2025	HR	BPO-EMPLOYEE APPRECIATION FOOD, SUPPLIES, GIFTS &	\$16.23
	2795	6/26/2025	TRNSPN	TR032 PW EXPO SUPPLIES	\$240.89
WELLS ONE-COMMUNITY DEVELOPMENT DEPT DBA WELLS FARGO BANK	2713	6/26/2025	COMDEV	BPO-CD-ICC ONLINE CONTINUED LEARNING TRAININGS	\$21.60
	2714	6/26/2025	COMDEV	BPO-CD-ICC ONLINE CONTINUED LEARNING TRAININGS	\$187.00
WELLS ONE-EXECUTIVE DEPT DBA WELLS FARGO BANK	2729	6/26/2025	LEGISLATIV	HOTEL-FORMANN-2025-2026 AIC LEADERSHIP ACADEMY	\$403.41
	2730	6/26/2025	LEGISLATIV	HOTEL-FORMANN-2025-2026 AIC LEADERSHIP ACADEMY	\$472.15
	2731	6/26/2025	LEGISLATIV	JIMMY JOHNS: LUNCH DURING IAFF MEDIATION 5/28	\$80.99
WELLS ONE-FINANCE DEPT DBA WELLS FARGO BANK	2796	6/26/2025	FINANCE	TRAVEL-GORDON-GFOA BUDGET ACADEMY	\$35.00
	2797	6/26/2025	FINANCE	TRAVEL-GORDON-GFOA BUDGET ACADEMY	\$719.80
	2798	6/26/2025	FINANCE	TRAVEL-GORDON-GFOA BUDGET ACADEMY	\$28.71
	2799	6/26/2025	FINANCE	FIN- FOXIT PDF SUBSCRIPTION	\$129.99
	2800	6/26/2025	FINANCE	FIN- ZEBRA PRINTER LABELS TWO BOXES AND SHIPPING	\$214.20
	2801	6/26/2025	FINANCE	BPO-FIN-TREASURES TRUST INTUIT QUICKBOOKS	\$17.50
	2802	6/26/2025	FINANCE	BPO - FIN - URA INTUIT QUICKBOOKS SUBSCRIPTION	\$35.00
WELLS ONE-FIRE DEPT DBA WELLS FARGO BANK	2803	6/26/2025	FIRE	FIRE - BADGE & WALLETT - PRESENTATION CASES	\$368.50
	2804	6/26/2025	FIRE	FIRE - INK TECH - TONER	\$152.00
	2805	6/26/2025	FIRE	FIRE - BATTERY UNIVERSE - SUCTION BATTERY	\$219.51
	2806	6/26/2025	FIRE	BPO FIRE - QUICKBOOKS - AMBULANCE BILLING	\$117.50
	2807	6/26/2025	FIRE	TRAVEL - FIRE - STRONG - LEADERSHIP CONF	\$67.60
	2808	6/26/2025	FIRE	TRAVEL - FIRE - WEST COAST LEADERSHIP	\$299.24
	2809	6/26/2025	FIRE	TRAVEL - FIRE - WEST COAST LEADERSHIP	\$299.24



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Vendor Name	Ck#	Ck Date	Department	Description	Total
WELLS ONE-FIRE DEPT DBA WELLS FARGO BANK	2810	6/26/2025	FIRE	TRAVEL - FIRE - WEST COAST LEADERSHIP	\$299.24
	2811	6/26/2025	FIRE	TRAVEL - FIRE - STRONG - LEADERSHIP CONF	\$308.86
	2813	6/26/2025	FIRE	TRAVEL - FIRE - KELLY - IFC CONFERENCE	\$897.52
	2814	6/26/2025	FIRE	FIRE - LODGE CAST IRON - STATION SUPPLIES	\$317.68
	2819	6/26/2025	FIRE	TRAVEL-FIRE-MOWERY/STRONG-PNW FIRE INVEST CONF	\$491.04
	2820	6/26/2025	FIRE	TRAVEL-FIRE-MOWERY/STRONG-PNW FIRE INVEST CONF	\$491.04
WELLS ONE-HR/RISK DEPT DBA WELLS FARGO BANK	2720	6/26/2025	HR	BPO - FACEBOOK JOB ADVERTISEMENTS	\$9.78
	2721	6/26/2025	HR	BPO - FACEBOOK JOB ADVERTISEMENTS	\$17.82
	2722	6/26/2025	HR	BPO - FACEBOOK JOB ADVERTISEMENTS	\$334.73
WELLS ONE-INFO SYS/SEC DEPT DBA WELLS FARGO BANK	2756	6/26/2025	INFOSYSTMS	ASSET TRACKING DEVICES AND SUPPORT	\$101.94
	2757	6/26/2025	INFOSYSTMS	SMARTDRAW ISS/REISDORPH	\$396.00
			POLICE	SMARTDRAW ISS/REISDORPH	\$99.00
	2758	6/26/2025	INFOSYSTMS	PDQ CONNECT	\$4,410.00
	2759	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$58.00
	2760	6/26/2025	INFOSYSTMS	INTRANET CUSTOM PROGRAMMING AND SUPPORT	\$26.25
	2761	6/26/2025	INFOSYSTMS	BPO - NETWORK/SECURITY HARDWARE	\$570.70
	2762	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$29.00
	2763	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$1,178.77
	2764	6/26/2025	INFOSYSTMS	SMARTDEPLOY	\$2,466.00
	2765	6/26/2025	INFOSYSTMS	TRAVEL - N.DRURY - TYLER CONNECT 2025	\$35.00
	2766	6/26/2025	INFOSYSTMS	TRAVEL - N.DRURY - TYLER CONNECT 2025	\$35.00
	2767	6/26/2025	INFOSYSTMS	TRAVEL - N.DRURY - TYLER CONNECT 2025	\$39.99
	2768	6/26/2025	INFOSYSTMS	INTRANET CUSTOM PROGRAMMING AND SUPPORT	\$13.13
	2769	6/26/2025	INFOSYSTMS	BPO - NETWORK/SECURITY HARDWARE	\$407.80
	2770	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2771	6/26/2025	INFOSYSTMS	TRAVEL - N.DRURY - TYLER CONNECT 2025	\$21.96
	2772	6/26/2025	INFOSYSTMS	TRAVEL - N.DRURY - TYLER CONNECT 2025	\$1,223.80
	2773	6/26/2025	HR	CHATGPT LICENSES	\$228.69
			POLICE	CHATGPT LICENSES	\$102.02



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Vendor Name	Ck#	Ck Date	Department	Description	Total
WELLS ONE-INFO SYS/SEC DEPT DBA WELLS FARGO BANK	2774	6/26/2025	INFOSYSTMS	INTRANET CUSTOM PROGRAMMING AND SUPPORT	\$43.75
	2775	6/26/2025	INFOSYSTMS	BITWARDEN PASSWORD MANAGER	\$792.00
	2776	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2777	6/26/2025	INFOSYSTMS	INTRANET CUSTOM PROGRAMMING AND SUPPORT	\$43.75
	2778	6/26/2025	INFOSYSTMS	BPO - NETWORK/SECURITY HARDWARE	\$610.80
	2779	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2780	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2781	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2782	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2783	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2784	6/26/2025	INFOSYSTMS	BPO - NETWORK/SECURITY HARDWARE	\$336.60
	2785	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2786	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2787	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2788	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2789	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
	2790	6/26/2025	INFOSYSTMS	BPO - UNIFI IDENTITY LICENSES	\$49.00
WELLS ONE-LIBRARY DEPT DBA WELLS FARGO BANK	2723	6/26/2025	LIBRARY	DOOR ARM REPLACEMENT	\$504.15
	2724	6/26/2025	LIBRARY	ART SUPPLIES FOR PROGRAMS	\$835.61
	2725	6/26/2025	LIBRARY	REFRESHMENTS FOR LIB PROGRAM	\$51.43
	2726	6/26/2025	LIBRARY	MEETING REFRESHMENTS	\$41.97
	2727	6/26/2025	LIBRARY	LIB - FLAGPOLE EAGLE FOR FLAG	\$60.15
	2728	6/26/2025	LIBRARY	ARCHIE COMICS - 9 ISSUES	\$36.99
WELLS ONE-POLICE DEPT DBA WELLS FARGO BANK	2744	6/26/2025	POLICE	PD-TRAVEL-ROBERTS/SMITH-IPTM SYMPOSIUM ON TRAFFIC	(\$1,262.05)
	2746	6/26/2025	POLICE	PD-TRAVEL-ROBERTS/SMITH-IPTM SYMPOSIUM ON TRAFFIC	(\$2,056.72)
	2747	6/26/2025	POLICE	PD-CAR DOG BOWL FOR QUINCY	\$43.99
	2749	6/26/2025	POLICE	PD-BAGGAGE-BANKS-MOTOROLA SOLUTIONS SUMMIT-GRAPEVI	\$35.00
	2750	6/26/2025	POLICE	PD-HOTEL-KNIGGE-KAMINSKY FIELD TRAINING	\$745.50
	2751	6/26/2025	POLICE	PD-CAKE, DRINKS, PLATES, SILVERWARE FOR CITIZENS A	\$11.11
	2752	6/26/2025	POLICE	PD-BAGGAGE-BANKS-MOTOROLA SOLUTIONS SUMMIT-GRAPEVI	\$35.00
	2753	6/26/2025	POLICE	PD-AIRBNB-BLOOMSBURG/THOMAS- BASIC HISTORICAL CELL	\$357.80
	2754	6/26/2025	POLICE	BPO-PD-AUTOSHIP DOG FOOD FOR K9 QUINCY; CHEWY.COM	\$90.89



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Vendor Name	Ck#	Ck Date	Department	Description	Total
WELLS ONE-POLICE DEPT DBA WELLS FARGO	2755	6/26/2025	POLICE	PD-FRAMES FOR AWARDS CEREMONY; MICHAELS.COM	\$84.78
WELLS ONE-PUBLIC INFO DEPT DBA WELLS FARGO BANK	2816	6/26/2025	EXECUTIVE	BITLY EUROPE GMBH: QR CODE GENERATOR	\$193.80
WELLS ONE-PUBLIC WORKS DEPT DBA WELLS FARGO BANK	2732	6/26/2025	WSTWTR	PW-WWC-DOPL LICENSE APPLICATION-K LEE WWC1	\$55.00
	2733	6/26/2025	WATER	BPO-PW-W-WW-MONTHLY CHARGES; SIPTRUNK	\$34.41
			WSTWTR	BPO-PW-W-WW-MONTHLY CHARGES; SIPTRUNK	\$68.78
	2734	6/26/2025	WATER	PW-WTP-CITRIC ACID DELIVERY CHARGE; OAK HARBOR	\$415.31
	2735	6/26/2025	HR	WATER TREATMENT PLANT OPERATOR JOB AD	\$299.00
	2736	6/26/2025	HR	WATER TREATMENT PLANT OPERATOR JOB AD	\$375.00
	2737	6/26/2025	WATER	PW-WTR-POSTCARD STAMPS FOR LEAD & COPPER TESTING	\$56.00
	2738	6/26/2025	WSTWTR	PW-WWTP-OWP WWT VOL 2 A&B; N FERRIS	\$250.00
	2739	6/26/2025	TRNSPN	PW - ENG:DEV - NSPE MEMBERSHIP RENEWAL: SEVERANCE	\$299.00
	2740	6/26/2025	STMWTR	TRAVEL - WIEMER - WASHINGTON STATE MUNICON 2025	\$30.00
	2741	6/26/2025	TRNSPN	TR032 PW EXPO - LUNCH (SUBWAY)	\$647.88
	2742	6/26/2025	STMWTR	TRAVEL - WIEMER - WASHINGTON STATE MUNICON 2025	\$28.29
	2743	6/26/2025	STMWTR	TRAVEL - WIEMER - WASHINGTON STATE MUNICON 2025	\$508.41
	2748	6/26/2025	POLICE	PD WREATH AND CARNATIONS FOR POLICE MEMORIAL WEEK	\$245.00
	2818	6/26/2025	WSTWTR	PW-WWTP-DOORKING INC; MONTHLY SUBSCRIPTION	\$43.95
WELLS ONE-SERVICE CENTER DEPT DBA WELLS FARGO BANK	2707	6/26/2025	FLTMAINT	BPO/ FLEET SHOP SUPPLIES FROM HARBOR FREIGHT	\$35.88
	2708	6/26/2025	FLTMAINT	REPL PINS & BEARINGS FOR #288 BUCKET TRUCK	\$177.87
	2711	6/26/2025	FLTMAINT	REMOTE DOOR PAGER FOR #137 K9 PAT SUV	\$341.98
	2712	6/26/2025	FLTMAINT	REPL OIL PRESSURE STAND PIPE KIT FOR #015 TRUCK	\$213.35
WELLS ONE-TRANSIT DEPT DBA WELLS FARGO BANK	2715	6/26/2025	TRANSITOP	BPO: TRANSIT UNIFORMS/SAFETY CLOTHING	\$338.03
	2716	6/26/2025	TRANSITOP	BPO: ADOBE SOFTWARE FOR SEIGNEUR (6 MONTHS)	\$29.99
	2717	6/26/2025	TRANSITOP	TRANSIT-REG-SUPERVISOR-DOT/TSI SUPERVISOR COURSE	\$70.00
	2718	6/26/2025	TRANSITOP	TRANSIT REPLACEMENT DRIVER SEATS FOR 708 & 709	\$4,204.76
WESTERN STATES EQUIPMENT	11982 4	6/26/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS	\$365.10



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Vendor Name	Ck#	Ck Date	Department	Description	Total
WESTERN SYSTEMS INC	11982 5	6/26/2025	TRNSPN	PW - TR - CURRUX VISION DETECTION SYSTEM EQUIP	\$15,029.38
WITMER PUBLIC SAFETY GROUP INC	40045 4	6/26/2025	FIRE	FIRE - WITMER - DUTY BOOTS	\$2,029.39
				FIRE - WITMER - HELMET STRAPS	\$325.45
				FIRE - WITMER - STRUCTURE BOOTS	\$1,507.02
ZIEGLER BUILDING CENTER	11982 6	6/26/2025	FLTMaint	SAND BAGS FOR FLEET SHOP	\$91.20
ZOLL MEDICAL CORPORATION GPO	11982 7	6/26/2025	FIRE	BPO FIRE - ZOLL - EMS SUPPLIES	\$75.60
Total					\$4,195,632.81



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Vendor Name	Ck#	Ck Date	Department	Description	Total
ADVANCED CONTROL SYSTEMS, LLC	119895	7/10/2025	WATER	BPO-PW-WTP SCADA TROUBLESHOOTING/REPAIRS	\$2,579.00
			WSTWTR	BPO-PW-WWA-SCADA TROUBLESHOOTING	\$891.00
				WW034BPO- LOSD LIFT STATIONS-SCADA TROUBLESHOOTING	\$77.50
AIRBRIDGE BROADBAND LLC	119896	7/10/2025	INFOSYSTMS	BPO - INTERNET SERVICE	\$150.00
AMAZON CAPITAL SERVICES	119828	7/3/2025	COMDEV	BPO-CD-OFFICE SUPPLIES-PAPER, PENS, RECEIPT PAPER	\$226.45
			FIRE	FIRE - AMAZON - PT EQUIP	\$83.46
			LEGAL	AMAZON; THE BLUEBOOK 22ND EDITION; TENGONO	\$57.95
			LIBRARY	BPO - LIB - VIDEO GAMES	\$99.92
				LIB - PICKLEBALL PADDLES FOR CHECKOUT	\$66.93
			PARKSFAC	ADMIN - AMAZON - DIRECTOR STANDING DESK	\$94.98
	119897	7/10/2025	FIRE	FIRE - AMAZON - SUPPLIES	\$123.96
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$503.16
			INFOSYSTMS	SUPPLIES - CABLES, FASTENERS, ACCESS TAGS, USB	\$256.63
			LEGAL	AMAZON; LAW FOR LEADERS AND OFFICE FAN	\$36.84
			PARKSFAC	PARKS - AMAZON - TIRES AT CEMETERY	\$131.94
			POLICE	PD-CIGARETTE ADAPTER THAT CONVERTS TO USB ADAPTER	\$13.78
			WSTWTR	PW-WWC-FOLDING BREAKROOM TABLES (2)	\$365.40
				PW-WWTP-BOD LABELS (25)	\$16.98
ANATEK LABS INC	400455	7/3/2025	WATER	PW-WTP-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$120.00
	400468	7/10/2025	WATER	PW-WTP-BPO SAMPLING ANALYSIS FOR COMPLIANCE	\$80.00
			WSTWTR	BPO-PW-WWTP-LAB SAMPLE ANALYSIS	\$1,750.00
APPLE INC	119829	7/3/2025	WSTWTR	NEW IPAD AIR 13 FOR WVMC NEW HIRE	\$899.00
ASOTIN COUNTY LANDFILL	400469	7/10/2025	SANITATION	BPO - PW - FY25 MONTHLY SOLID WASTE DISPOSAL	\$109,634.80
			WSTWTR	BPO-PW-WWTP-FY25 MONTHLY DISPOSAL	\$807.57
ATLAS SAND & ROCK	119830	7/3/2025	TRNSPN	BPO - ST/TR - CONCRETE BUILDING SUPPLIES	\$492.00
AUSTIN BROWN	119832	7/3/2025	FIRE	BPO FIRE - DR. AUSTIN BROWN - MEDICAL CONTROL	\$3,075.00
AVISTA	119898	7/10/2025	CEMETERY	7/2/25 BILL DATE UTILITY CHARGES	\$1,595.15
			COMDEV	7/2/25 BILL DATE UTILITY CHARGES	\$987.88



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
AVISTA	11989 8	7/10/2025	LIBRARY	7/2/25 BILL DATE UTILITY CHARGES	\$2,512.52
			PARKSFAC	7/2/25 BILL DATE UTILITY CHARGES	\$15,497.06
			POLICE	7/2/25 BILL DATE UTILITY CHARGES	\$20.57
			RECREATION	7/2/25 BILL DATE UTILITY CHARGES	\$1,472.39
			SANITATION	7/2/25 BILL DATE UTILITY CHARGES	\$369.59
			TRNSPN	7/2/25 BILL DATE UTILITY CHARGES	\$43,595.53
			WATER	7/2/25 BILL DATE UTILITY CHARGES	\$75,670.60
			WSTWTR	7/2/25 BILL DATE UTILITY CHARGES	\$22,925.49
B&H FOTO & ELECTRONICS CORP	11989 9	7/10/2025	LIBRARY	LIB - UPS BATTERY REPLACEMENT	\$35.96
BAVCO	11990 0	7/10/2025	PARKSFAC	PARKS - BAVCO - BACKFLOW FOR JEWETT	\$351.90
BLUE RIBBON LINEN SUPPLY INC	11983 1	7/3/2025	FIRE	BPO FIRE - BLUE RIBBON - LAUNDRY SERVICE	\$43.47
			PARKSFAC	PARKS - BLUE RIBBON - TP & TRASH BAGS	\$1,574.00
	11990 1	7/10/2025	FIRE	BPO FIRE - BLUE RIBBON - LAUNDRY SERVICE	\$798.16
			WATER	PW-WTP/DISTR BPO LAUNDRY & JANITORIAL SUPPLIES	\$548.94
BOB'S GARAGE DOORS LLC	40047 0	7/10/2025	PARKSFAC	BPO - FAC - BOB'S GARAGE DOOR-DOOR REPAIRS	\$1,120.20
BRADY COMPANIES LLC DBA BRADY INDUSTRIES OF IDAHO LLC	11990 2	7/10/2025	PARKSFAC	FAC - BRADPLUS - DISINFECTANT, GLOVES	\$253.50
BRETTON S WATSON DBA ABLE LOCKSMITH	40046 7	7/10/2025	LIBRARY	LIB - DOOR LOCK FIX	\$148.95
BRIAN E WARD DBA GUMBY ENTERPRISES INC	11993 7	7/10/2025	FLTMAINT	BPO - FLEET TOOLS & SUPPLIES	\$112.00
BRYON DENNY DBA HELL'S CANYON UPFITTING AND SALES	40048 2	7/10/2025	POLICE	PD-PAYMENT FOR THE INSTALLATION OF LIGHTS, SIRENS,	\$900.00
CAMP CABIN & HOME INC	11983 3	7/3/2025	TRNSPN	BPO - ST/TR - PROPANE	\$88.68
CASSIE FRARY DBA SNAKE RIVER FOUR PAWS, LLC	11987 2	7/3/2025	POLICE	PD-BOARDING FOR ZIVA JUNE 10-19TH 2025	\$325.00
CED - CONSOLIDATED ELECTRICAL DISTRIBUTORS	40047 1	7/10/2025	PARKSFAC	BPO - FAC - CONSOLIDATED ELEC - ELECTRICAL SUPPL	\$378.35
CENTRAL ORCHARDS SEWER DISTRICT	11983 6	7/3/2025	PARKSFAC	BILL DATE JUNE 2025 UTILITY CHARGES	\$305.50
CES	40047 2	7/10/2025	WATER	WR043 SLA WELL 5 PANELVIEW REPLACEMENT	\$3,129.28
CH2O INC	11990 3	7/10/2025	WSTWTR	PW-WWTP-QUARTERLY SRV ON BOILERS	\$226.60
CHRIS SMITH	11985 7	7/3/2025	POLICE	C. SMITH IDASRO SUMMER CONFERENCE GARDEN CITY	\$218.00



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Vendor Name	Ck#	Ck Date	Department	Description	Total
CINTAS CORPORATION #606	11983 4	7/3/2025	PARKSFAC	BPO - PARKS - CLEANING SUPP. & LAUNDERED UNIFORMS	\$36.50
	11990 4	7/10/2025	FLTMAINT	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$180.45
			PARKSFAC	BPO - PARKS - CLEANING SUPP. & LAUNDERED UNIFORMS	\$36.50
CITY OF LEWISTON	2827	7/10/2025	CEMETERY	JUNE '25 WATER/SEWER/GARBAGE	\$39.00
			COMDEV	JUNE '25 WATER/SEWER/GARBAGE	\$209.69
			LIBRARY	JUNE '25 WATER/SEWER/GARBAGE	\$459.31
			PARKSFAC	JUNE '25 WATER/SEWER/GARBAGE	\$14,095.75
			POLICE	JUNE '25 WATER/SEWER/GARBAGE	\$85.35
			SANITATION	JUNE '25 WATER/SEWER/GARBAGE	\$2,595.01
			STMWTR	JUNE '25 WATER/SEWER/GARBAGE	\$26.64
			TRANSITOP	JUNE '25 WATER/SEWER/GARBAGE	\$85.56
			TRNSPN	JUNE '25 WATER/SEWER/GARBAGE	\$29,219.63
			WATER	JUNE '25 WATER/SEWER/GARBAGE	\$1,392.30
			WSTWTR	JUNE '25 WATER/SEWER/GARBAGE	\$2,595.88
CITY OF LEWISTON EMPLOYEE BENEFIT- CAFETERIA PLAN	11987 9	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$8,862.28
CLEARWATER CLEANING SERVICES CORP	40047 3	7/10/2025	PARKSFAC	BPO CONTRACTED CUSTODIAL SERVICES AT LIBRARY	\$4,245.00
CLEARWATER HYDRAULICS LLC	40047 4	7/10/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$657.01
CLEMENTS BROWN & MCNICHOLS	40047 5	7/10/2025	HR	BPO - LEGAL SERVICES	\$466.00
			LEGAL	OUTSIDE LEGAL COUNCIL, CB&M, PROFITT FY25	\$1,916.50
CNC ELECTRIC LLC	11990 5	7/10/2025	PROPIMPR	PF023 LIBRARY LIGHTING UPGRADES	\$42,712.54
CODY BLOOMSBURG	11985 8	7/3/2025	POLICE	MEALS: C. BLOOMSBURG BASIC HISTORICAL CELL SITE	\$136.00
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	11983 5	7/3/2025	SANITATION	BPO - TS - FUEL	\$139.80
				BPO - TS - FY25 FUEL FOR SDI HAUL	\$1,570.67
	11990 6	7/10/2025	CEMETERY	CP-0266752 BILL DATE 06/29/25	\$329.19
				CP-0266752 BILL DATE 06/29/25	\$135.74
				CP-0272209 BILL DATE 06/30/25	\$99.21
			FIRE	CP-0266752 BILL DATE 06/29/25	\$1,450.18
				CP-0272209 BILL DATE 06/30/25	\$100.47
			FLTMAINT	CP-0266752 BILL DATE 06/29/25	\$98.40
			INFOSYSTMS	CP-0266752 BILL DATE 06/29/25	\$67.58
			LEGAL	CP-0266752 BILL DATE 06/29/25	\$24.03
			LEGISLATIV	CP-0266752 BILL DATE 06/29/25	\$21.46
			PARKSFAC	CP-0266752 BILL DATE 06/29/25	\$1,128.93



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Vendor Name	Ck#	Ck Date	Department	Description	Total
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	119906	7/10/2025	PARKSFAC	CP-0272209 BILL DATE 06/30/25	\$140.29
			POLICE	CP-0266752 BILL DATE 06/29/25	\$1,899.95
				CP-0272209 BILL DATE 06/30/25	\$188.49
			SANITATION	BPO - TS - FUEL	\$148.84
				BPO - TS - FY25 FUEL FOR SDI HAUL	\$321.50
			STMWTR	CP-0266752 BILL DATE 06/29/25	\$430.09
			TRANSITOP	CP-0266752 BILL DATE 06/29/25	\$1,464.39
				CP-0272209 BILL DATE 06/30/25	\$355.49
			TRNSPN	CP-0266752 BILL DATE 06/29/25	\$1,451.63
				CP-0272209 BILL DATE 06/30/25	\$248.87
			WATER	CP-0266752 BILL DATE 06/29/25	\$717.57
			WSTWTR	CP-0266752 BILL DATE 06/29/25	\$1,236.75
				PW-WWTP-BPO LUBE FOR MAINTENANCE	\$256.83
COLLIER ELECTRIC LLC	119907	7/10/2025	WATER	WR043 WTP RACEWAYS AND WIRING FOR TRANSFER PUMPS	\$9,496.00
COMMERCIAL TIRE INC	400476	7/10/2025	FLTMaint	BPO/ FLEET TIRE REPAIRS & DISPOSAL	\$148.00
CUES INC	119908	7/10/2025	WSTWTR	PW-WWCOLL-BPO MISC REPAIRS TO TRUCK EQUIP	\$1,240.11
DIGLINE INC	119909	7/10/2025	WATER	PW-W/WW BPO LOCATE SERVICES	\$274.95
			WSTWTR	PW-W/WW BPO LOCATE SERVICES	\$274.95
DRUG TESTING ANALYTICS LLC DBA MINERT & ASSOCIATES	400488	7/10/2025	HR	BPO - DRUG TESTING SERVICES	\$1,145.00
EAN SERVICES LLC	119839	7/3/2025	LEGISLATIV	RENTAL CAR FOR 2025 AIC ANNUAL MEETING: MAYOR	\$156.08
EFTPS	2831	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$175,041.03
ELIZABETH A WAITS DBA DEPENDABLE BILLING SOLUTIONS LLC	119837	7/3/2025	FIRE	BPO FIRE - DEPENDABLE BILLING SOLUTIONS - BILLING	\$1,605.72
EMPOWER TRUST COMPANY LLC	2833	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$40,807.40
EMSCONNECT LLC	119838	7/3/2025	FIRE	BPO FIRE - EMS CONNECT - TRAINING	\$422.50
ERB'S ACE HARDWARE LLC	119840	7/3/2025	FIRE	BPO FIRE - ERB HARDWARE - SUPPLIES	\$72.35
	119910	7/10/2025	FIRE	BPO FIRE - ERB HARDWARE - SUPPLIES	\$49.98
			FLTMaint	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$37.08
			PARKSFAC	BPO POOLS - ACE HARDWARE - POOL CHEMICALS	\$107.08
			WATER	PW-WD-BPO OPERATING SUPPLIES: TOOLS & HARDWARE	\$88.00
			WSTWTR	PW-WWCOLL-BPO SUPPLIES AND EQUIPMENT	\$11.78



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Vendor Name	Ck#	Ck Date	Department	Description	Total
ESO SOLUTIONS INC	11984 1	7/3/2025	FIRE	FIRE - ESO - ANNUAL SUBSCRIPTION	\$22,565.00
FASTENAL COMPANY	11991 1	7/10/2025	PARKSFAC	BPO - FASTENAL VENDING SUPPLIES	\$404.59
FATBEAM LLC	40047 8	7/10/2025	LIBRARY	BPO - LIB - PUBLIC INTERNET SERVICE	\$885.00
FEDEX	11991 2	7/10/2025	WSTWTR	PW-WWCOLL-BPO SHIPPING CHARGES	\$25.61
FERGUSON ENTERPRISES #3011	11984 2	7/3/2025	WATER	PW-WD-BPO WATERWORKS/PLUMBING FITTINGS/ACCESSORIE	\$122.27
				WR043 COMM DR BOOSTER ITEM - QUOTE ATTACHED	\$815.41
	11991 3	7/10/2025	PARKSFAC	PARKS - FERGUSON - IRRIGATION PARTS	\$10.25
FLOCK GROUP INC	11991 4	7/10/2025	POLICE	PD - FLOCK CAMERA SOFTWARE SUBSCRIPTION	\$22,050.00
FOP LEWIS CLARK LODGE #10	11988 0	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$1,817.46
FOUR SEASONS LAWN CARE	11984 3	7/3/2025	POLICE	BPO PD PEST CONTROL FOR PD, TRAINING CENTER, AND S	\$96.00
GALLS PARENT HOLDINGS LLC DBA GALLS LLC	11984 4	7/3/2025	POLICE	PD-NIK U TEST KITS FOR METHAMPHETAMINE	\$83.31
GATEWAY MATERIALS	11991 5	7/10/2025	WSTWTR	PW-WWCOLL-BPO FABRICATED METAL PARTS AND STOCK	\$10.00
GEORGE HILL	11985 9	7/3/2025	POLICE	MEALS: G. HILL IDASRO SUMMER CONFERENCE GARDEN CIT	\$218.00
GRAINGER	40045 6	7/3/2025	PARKSFAC	FAC - GRAINGER - FAN & BLOWER MOTOR	\$539.16
			WATER	PW-WTP-BPO MOTORS/PUMPS/TOOLS/FITTINGS	\$180.00
	40047 9	7/10/2025	WSTWTR	BPO-PW-WWTP-P/M/M MAINT SUPPLIES	\$109.95
GREAT WESTERN STATES SUPPLY	40048 0	7/10/2025	POLICE	PD STICKERS AND TATTOOS FOR THE COMMUNITY	\$1,030.00
H & H BUSINESS SYSTEMS	11991 6	7/10/2025	COMDEV	BPO-COPIER MAINTENANCE COLOR, B&W FOR IMAGE RUNNE	\$145.89
			LEGAL	BPO-LEGAL-H & H MONTHLY COPY FEES FY25	\$44.14
			POLICE	PD BPO-ADMIN COPIER REMAINING FY25 COPY INVOICES	\$98.23
			WSTWTR	PW-WWTP-BPO COPIER MAINTENANCE	\$1.27
HAHN SUPPLY	11991 7	7/10/2025	PARKSFAC	FACILITIES - HAHN - PLUMBING/DRAIN FOR CC BATHROO	\$23.02
HCAA LLC	40048 1	7/10/2025	SANITATION	PW - TS - HI-VIS SHIRTS W/ EMP NAME & PW LOGO	\$417.50
HENRY SCHEIN	11984 5	7/3/2025	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$826.85
	11991 8	7/10/2025	FIRE	BPO FIRE - HENRY SCHEIN - EMS SUPPLIES	\$170.16



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Vendor Name	Ck#	Ck Date	Department	Description	Total
HERCO INC DBA HERCO ASPHALT & PAVING	119919	7/10/2025	TRNSPN	TR011 2025 SEAL & FOG COAT (IFB-25-014)	\$436,839.56
HOME DEPOT CREDIT SERVICES	119920	7/10/2025	PARKSFAC	BPO - FAC - HOME DEPOT - CONSTRUCTION SUPPLIES	\$133.30
			POLICE	KENNEL REFUND	(\$119.50)
			TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$21.37
			WSTWTR	PW-WWCOLL-BPO SUPPLIES, POWER AND HAND TOOLS	\$319.67
HRA VEBA TRUST	119846	7/3/2025	PARKSFAC	VEBA- LEE	\$10,830.39
				VEBA- WARREN	\$83.46
			POLICE	VEBA - BROWN	\$849.40
I A F F - LOCAL #1773	119881	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$3,283.00
IAFF LOCAL 1773 PAC	119882	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$561.00
IDAHO CHILD SUPPORT RECEIPTING	119885	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$270.00
IDAHO ICE	119921	7/10/2025	INFOSYSTMS	BPO - ISS - WATER	\$11.28
			LEGAL	BPO-LEGAL-WATER FOR CITY ATTY'S OFFICE-FY25	\$36.74
			SANITATION	BPO - TS - IDAHO ICE	\$45.09
IDAHO RURAL WATER ASSOCIATION	119922	7/10/2025	WATER	PW-WD-REG-B GARZA-IRWA FALL CONFERENCE	\$285.00
				PW-WTP-REG-B INGRAM-IRWA FALL CONFERENCE	\$285.00
IDAHO STATE TAX COMMISSION	119884	7/10/2025	LIBRARY	JUNE 25' SALES TAX	\$79.12
			PARKSFAC	JUNE 25' SALES TAX	\$706.75
			RECREATION	JUNE 25' SALES TAX	\$78.42
			SANITATION	JUNE 25' SALES TAX	\$1,944.55
	119886	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$28,412.00
INGRAM LIBRARY SERVICES	119847	7/3/2025	LIBRARY	BPO - LIB - ADULT NONFICTION 2ND FLR	\$34.80
				BPO - LIB - JUVENILE NONFICTION	\$167.21
				BPO - LIB - LARGE PRINT	\$35.81
				LIB - BPO - ADULT BOOKMOBILE	\$35.00
	119923	7/10/2025	LIBRARY	BPO - LIB - ADULT FICTION	\$214.74
				BPO - LIB - ADULT NONFICTION 1ST FLR	\$82.98
				BPO - LIB - ADULT NONFICTION 2ND FLR	\$21.04
				BPO - LIB - LARGE PRINT	\$148.06
				BPO - LIB JUVENILE BOOKMOBILE ORDERS	\$167.84
				LIB - BPO - ADULT BOOKMOBILE	\$17.49



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Vendor Name	Ck#	Ck Date	Department	Description	Total
INGRAM LIBRARY SERVICES	119923	7/10/2025	LIBRARY	LIB - THAT ALL MAY READ GRANT BOOKS	\$34.10
INLAND FASTENER INC	400483	7/10/2025	WSTWTR	PW-WWTP-BPO EQUIPMENT SUPPLIES	\$6.11
JOHN'S SAW SERVICE	400457	7/3/2025	FIRE	BPO FIRE - JOHNS SAW - REPAIR/SUPPLIES	\$90.21
			PARKSFAC	BPO - PARKS - JOHN'S SAW ENGINE REPAIR	\$42.98
			WATER	PW-WD-BPO SERVICE SMALL EQUIPMENT REPAIRS	\$86.31
	400484	7/10/2025	PARKSFAC	BPO - PARKS - JOHN'S SAW ENGINE REPAIR	\$47.56
				PARKS - JOHN'S SAW SERVICE - 2 STRING TRIMMER	\$659.98
JOSEPH ANDERSON	119860	7/3/2025	HR	J. ANDERSEN TUITION REIMBURSEMENT	\$1,100.00
KATIE WHITLOCK	119861	7/3/2025	POLICE	MEALS K. WHITLOCK IDASRO SUMMER CONFERENCE	\$218.00
KLEEN SWEEP JANITORIAL	400485	7/10/2025	WATER	PW WD MONTHLY JANITORIAL SRV AT 2605 16TH AVE	\$355.00
LEGACY PAVING AND CONSTRUCTION LLC	400486	7/10/2025	WATER	PW-WD-BPO FOR EMERGENCY ASPHALT PATCHES	\$1,750.00
LES SCHWAB TIRE CENTER	119924	7/10/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$34.95
LEWIS CLARK ANIMAL SHELTER	119849	7/3/2025	POLICE	BPO PD ANIMAL SHELTER CONTRACT FEES	\$5,412.83
LEWIS CLARK STATE COLLEGE	119848	7/3/2025	RECREATION	RECREATION - LEWIS CLARK STATE COLLEGE - RIVER RUN	\$951.20
LEWISTON SCHOOL DISTRICT # 1	119850	7/3/2025	RECREATION	RECREATION - LEWISTON SCHOOL DISTRICT - BUSES	\$390.00
LIVING WATERS LANDSCAPING	119851	7/3/2025	PARKSFAC	PK035 - SKINNER CANYON - LIVING WATERS SPRAYING	\$2,900.00
M L ALBRIGHT & SONS	400458	7/3/2025	STMWTR	SM100 1121 29TH ST; 7 FT OF 3 INCH CMP	\$590.24
MIDWEST TAPE LLC	119852	7/3/2025	LIBRARY	BPO - LIB - ADULT DVD ORDERS	\$100.46
				BPO - LIB - JUVENILE DVDS	\$53.97
	119925	7/10/2025	LIBRARY	BPO - LIB - ADULT DVD ORDERS	\$351.64
MILLER MENDEL INC	400487	7/10/2025	POLICE	PD-TWO CREDIT CHECKS, LITERAL AND CARPENTER	\$9.00
MISC CUSTOMER REFUND	119853	7/3/2025	ECONDEV	ANTELOPE HANDYMAN & CONTRACTING CDBG-HRP-JENSEN	\$3,650.00
	119854	7/3/2025	SETTLEMENT	HEART STATION BRACKETS TO MOUNT AED'S	\$1,380.00
	119855	7/3/2025	COMDEV	MASTERCRAFT ELECTRIC PERMIT REFUND	\$194.63
	119856	7/3/2025	ECONDEV	ROTO ROOTER SERVICE CDBG-HRP-BENSON SEWER REPLACE	\$20,736.89
	119887	7/10/2025	WSTWTR	EQUIPMENT SHARE 8" SUCTION HOSE RELATED ITEMS	\$4,437.94
	119888	7/10/2025	FIRE	GEAR 911 WILDLAND TURNOUT BAGS	\$386.00



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Vendor Name	Ck#	Ck Date	Department	Description	Total
MISC CUSTOMER REFUND	119889	7/10/2025	ECONDEV	LC VALLEY ADULT RES CENTER CDBG SUMMER COOLING	\$1,615.48
	119890	7/10/2025	RECREATION	SHANIA RALES LIVE MUSIC STAR SPANGLED 7/28	\$250.00
MORETON & COMPANY	119864	7/3/2025	COMDEV	CD-D. ORTIZ-NOTARY BOND RENEWAL	\$60.00
NAPA AUTO PARTS	119926	7/10/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$318.51
				INV/ R1234YF REFRIGERANT	\$971.11
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	(\$31.94)
			WSTWTR	PW-WWTP-BPO BATTERIES; VEHICLE ITEMS	\$179.31
NATIONWIDE RETIREMENT	2829	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$13,077.22
NATIONWIDE-RESERVE	2832	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$1,837.02
NCPERS GROUP LIFE INS	119891	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$1,536.00
NEZ PERCE COUNTY	119865	7/3/2025	LEGAL	BPO-LEGAL-NPC-COL FY25 PROSECUTION SERVICES	\$9,616.50
NEZ PERCE COUNTY HISTORICAL SOCIETY	400489	7/10/2025	COMDEV	BPO-CD-INSPECTORS VEHICLE PARKING AT 4THxCAPITAL	\$187.50
NEZ PERCE COUNTY SHERIFF	119892	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$499.46
NORCO INC	400459	7/3/2025	FIRE	BPO FIRE - NORCO - MEDICAL OXYGEN/SUPPLIES	\$463.15
			WATER	PW-WD-BPO PPE; SAFETY VESTS, SAFETY GLASSES,	\$44.20
	400490	7/10/2025	FIRE	BPO FIRE - NORCO - MEDICAL OXYGEN/SUPPLIES	\$477.30
NORTH 40 OUTFITTERS	119866	7/3/2025	TRNSPN	PW-STS-SAFETY BOOTS; Y GONZALEZ	\$80.97
			WATER	PW-WD-BPO OPERATING SUPPLIES	\$12.99
				PW-WTP-BPO OPERATING SUPPLIES	\$35.93
			WSTWTR	PW-WWCOLL-BPO OPERATING SUPPLIES	\$167.96
	119927	7/10/2025	FIRE	BPO FIRE - NORTH 40 - STATION SUPPLIES	\$370.95
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$71.82
			FLTMAINT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$106.98
			PARKSFAC	BPO - PARKS - NORTH 40 MISC SUPPLIES	\$68.69
				PARKS - NORTH 40 - SAFETY BOOTS FOR TRENTON SAMS	\$112.49
			TRNSPN	BPO - ST/TR - OPERATING SUPPLIES	\$19.99
			WATER	PW-WD-BPO OPERATING SUPPLIES	\$19.99
			WSTWTR	PW-WWTP-BPO OPERATING SUPPLIES	\$22.97



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
OCLC INC	40049 1	7/10/2025	LIBRARY	LIB - OCLC SUBSCRIPTION RENEWAL	\$4,537.61
ODP BUSINESS SOLUTIONS LLC	11986 7	7/3/2025	LIBRARY	BPO - LIB - COPY PAPER	\$81.00
			POLICE	BPO PD OFFICE SUPPLIES	\$60.10
			TRNSPN	BPO - ST/TR - OFFICE SUPPLIES	\$132.96
	11992 9	7/10/2025	FINANCE	BPO - ODP OFFICE SUPPLIES	\$29.95
			POLICE	BPO PD OFFICE SUPPLIES	\$285.51
			WSTWTR	PW-WWTP-BPO OFFICE SUPPLIES	\$35.94
O'REILLY AUTO PARTS	11992 8	7/10/2025	FLTMAINT	BPO/ FLEET REPAIR PARTS	\$84.04
			FLTMAINT	BPO/ FLEET REPAIR PARTS	\$496.68
OWEN EQUIPMENT	11993 0	7/10/2025	WSTWTR	WW051-WWC-INV 00131290; RE: 22502663	\$2,283.00
OXARC	11986 8	7/3/2025	PARKSFAC	BPO - POOL - OXARC - 2025 ORCHARDS POOL CHEMICALS	\$1,276.26
			TRNSPN	BPO - ST/TR - PERSONAL PROTECTIVE EQUIPMENT	\$107.34
			WATER	PW-WTP-BPO SODIUM HYPOCHLORITE FOR WELLS	\$1,320.08
			WSTWTR	PW-IPT-BPO PERSONNEL SAFETY SUPPLIES	\$212.10
				PW-WWCOLL-BPO PERSONNEL SAFETY SUPPLIES	\$115.22
	11993 1	7/10/2025	FIRE	BPO FIRE - OXARC - CYLINDER RENTAL	\$23.40
			WATER	PW-WD- BPO SAFETY SUPPLIES	\$28.80
			WSTWTR	PW-WWCOLL-BPO PERSONNEL SAFETY SUPPLIES	\$39.77
PERFECTION TIRE OF LEWISTON	40049 2	7/10/2025	FLTMAINT	OSL/ REPL 3 TIRES ON #254 PICKUP	\$647.82
PERSI	2830	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$184,933.73
POE ASPHALT PAVING INC	11986 9	7/3/2025	TRNSPN	TR011 2025 BRYDEN CANYON BLADE PATCH	\$25,611.00
PORT OF LEWISTON	11993 2	7/10/2025	INFOSYSTMS	BPO - FIBER CONNECTIONS	\$945.00
PRINTCRAFT PRINTING	40046 0	7/3/2025	POLICE	PD-NOTE BOOKS WITH MIRANDA RIGHTS ON THE BACK FOR	\$440.00
PSYCHOLOGICAL DIMENSIONS LLC	40049 3	7/10/2025	POLICE	PD-PREEMPLOYMENT PSYCHOLOGICAL TESTING FOR K.CARPE	\$200.00
RDK CORPORATION DBA SHADOW TRACKERS	40046 1	7/3/2025	HR	BPO - BACKGROUND CHECK SERVICES	\$1,207.00
RICOH USA INC	11987 0	7/3/2025	LIBRARY	BPO - LIB - LEASE FEES	\$280.86
			POLICE	BPO PD DISPATCH COPIER RENTAL	\$133.65
	11987 1	7/3/2025	SANITATION	BPO - PW - MPC4503 COPIER MAINTENANCE	\$5.63
			STMWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$5.63



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
RICOH USA INC	11987 1	7/3/2025	TRNSPN	BPO - PW - MPC4503 COPIER MAINTENANCE	\$132.30
			WATER	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.40
			WSTWTR	BPO - PW - MPC4503 COPIER MAINTENANCE	\$1.41
	11993 3	7/10/2025	TRANSITOP	TRANSIT BPO COPIER (RICOH IM C3500) RENTAL	\$134.76
			WSTWTR	PW-WWCOLL-RICOH IM C4500 LEASE PAYMENT	\$158.18
	11993 4	7/10/2025	EXECUTIVE	EXEC BPO: FY 25 RICOH MAINT/COPY COST PER COPY	\$24.79
ROGERS MOTORS LLC DBA ROGERS CHRYSLER JEEP DODGE RAM LLC	11993 5	7/10/2025	FLTMAINT	FLEET - REPAIR PARTS & REPAIRS	\$429.60
SANITARY DISPOSAL INC DBA SUNSHINE DISPOSAL & RECYCLING	40046 4	7/3/2025	SANITATION	BPO - PW - FY25 ANNUAL CURBSIDE COLLECTION	\$267,259.15
	40049 5	7/10/2025	SANITATION	BPO - PW - FY25 ANNUAL CURBSIDE COLLECTION	\$18,718.55
				BPO - PW - FY25 PROCESSING SINGLE STREAM RECY	\$13,562.72
				BPO - TS - FY25 CARDBOARD	\$105.00
				BPO - TS - FY25 TONNAGE HAUL	\$25,758.25
SCHUMANN ENTERPRISES INC DBA EMPIRE PRESSURE WASH	40047 7	7/10/2025	TRANSITOP	TRANSIT BPO BUS WASHING & SANITIZATION	\$280.00
SENSOURCE INC	11993 6	7/10/2025	LIBRARY	LIB - SENSOURCE RENEWAL	\$519.00
SITEONE LANDSCAPE SUPPLY LLC	40046 2	7/3/2025	PARKSFAC	BPO - PARKS - SITE ONE IRRIGATION SUPPLIES	\$501.87
	40049 4	7/10/2025	PARKSFAC	BPO - PARKS - SITE ONE IRRIGATION SUPPLIES	\$25.74
SPLASH CARWASH & DETAILING	11987 3	7/3/2025	POLICE	BPO PD CAR WASH	\$756.00
	11993 8	7/10/2025	FLTMAINT	BPO - CAR WASHES FOR FLEET	\$60.00
STERLING BATTERY COMPANY	11993 9	7/10/2025	FLTMAINT	BPO - FLEET VEHICLE BATTERIES	\$440.68
STRUCTURAL ENGINEERING SERVICES	40046 3	7/3/2025	STMWTR	WW/STORM STRUCTURAL DESIGN FOR CRANE MOUNTS	\$370.00
			WSTWTR	WW/STORM STRUCTURAL DESIGN FOR CRANE MOUNTS	\$3,330.00
T BAILEY INC	11987 5	7/3/2025	WATER	WR071 RESERVOIR EVAL & RECOATING - DESIGN/BUILD	\$41,870.00
THE HOME DEPOT PRO	11987 4	7/3/2025	PARKSFAC	FAC - HD SUPPLY - TP, PT, GLOVES, SOAP, LINERS	\$1,417.60
THE UPS STORE	11987 6	7/3/2025	POLICE	BPO PD MAIL SERVICE	\$389.41
THOMSON REUTERS - WEST	11994 0	7/10/2025	LEGAL	BPO-LEGAL-WESTLAW CHARGES FY25	\$1,115.43



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
TITAN TECHNOLOGIES INC	119941	7/10/2025	WSTWTR	IFB-24-001 WW060 2023 WW IMPROVEMENT PROJECT	\$415,632.01
TRAFFIC SAFETY SUPPLY CO INC	400496	7/10/2025	TRNSPN	PW - TR - ROAD WORK AHEAD SIGNS & STANDS	\$3,604.95
TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC	119942	7/10/2025	POLICE	BPO TLO ACCESS FEES FOR INVESTIGATIONS	\$125.00
TRIBUNE PUBLISHING CO	400497	7/10/2025	EXECUTIVE	EXEC BPO: PUBLICATIONS AND ORDINANCE SUMMARIES	\$72.40
TYLER CRANE	119862	7/3/2025	POLICE	MEALS: T CRANE HOSTAGE NEGOTIATIONS PHASE 1&2	\$120.00
TYLER TECHNOLGIES INC	119944	7/10/2025	INFOSYSTMS	TYLER TECH IMPLEMENTATION	\$800.00
UNIFORMS2GEAR INC	400498	7/10/2025	FIRE	FIRE - UNIFORMS2GEAR - UNIFORMS	\$680.03
			POLICE	BPO PD UNIFORMS/INVESTIGATIONS	\$116.65
				BPO PD UNIFORMS/NEW HIRE	\$40.23
				BPO PD UNIFORMS/SUPPORT SERVICES	\$76.90
URM STORES INC	400465	7/3/2025	LIBRARY	BPO - LIB - OFFICE SUPPLIES	\$51.70
			RECREATION	BPO - SENIOR NUTRITION - DAILY FOOD PURCHASES	\$45.27
	400499	7/10/2025	HR	FOOD, DRINKS, AND SUPPLIES FOR APPRECIATION BBQ	\$1,276.93
			RECREATION	BPO - SENIOR NUTRITION - DAILY FOOD PURCHASES	\$1,341.92
			TRNSPN	BPO - ST/TR - BREAKROOM SUPPLIES	\$71.18
			WSTWTR	PW-WWTP-BPO OPERATING/BREAKROOM/CLEANIN G SUPPLIES	\$29.01
US FOODS - SPOKANE	119877	7/3/2025	RECREATION	BPO FOOD SUPPLY FOR SENIOR MEAL PROGRAM	\$2,208.13
	119945	7/10/2025	RECREATION	BPO FOOD SUPPLY FOR SENIOR MEAL PROGRAM	\$2,367.01
USABBLUEBOOK	119946	7/10/2025	WSTWTR	WW051 SLA INCUBATOR FOR BOD BOTTLE; QUOTE ATTCH'D	\$7,570.40
VALLEY WASTE DISPOSAL LLC	119947	7/10/2025	SANITATION	BPO - PW - FY25 NON-MUNICIPAL SW DISPOSAL	\$3,887.90
VERIZON WIRELESS	2828	7/10/2025	COMDEV	BILL DATE 06/12/25 UTILITY CHARGES	\$369.66
			FIRE	BILL DATE 06/12/25 UTILITY CHARGES	\$1,135.20
			HR	BILL DATE 06/12/25 UTILITY CHARGES	\$38.70
			INFOSYSTMS	BILL DATE 06/12/25 UTILITY CHARGES	\$673.62
			LEGISLATIV	BILL DATE 06/12/25 UTILITY CHARGES	\$80.08
			PARKSFAC	BILL DATE 06/12/25 UTILITY CHARGES	\$137.43



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
VERIZON WIRELESS	2828	7/10/2025	POLICE	BILL DATE 06/12/25 UTILITY CHARGES	\$2,206.11
			STMWTR	BILL DATE 06/12/25 UTILITY CHARGES	\$77.40
			TRANSITOP	BILL DATE 06/12/25 UTILITY CHARGES	\$159.34
			TRNSPN	BILL DATE 06/12/25 UTILITY CHARGES	\$1,026.01
			WATER	BILL DATE 06/12/25 UTILITY CHARGES	\$1,529.22
			WSTWTR	BILL DATE 06/12/25 UTILITY CHARGES	\$965.24
WASHINGTON STATE SUPPORT REGISTRY	119893	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$535.16
WESTERN EQUIPMENT	119943	7/10/2025	FLTMAINT	BPO - FLEET - REPAIR PARTS	\$549.75
WESTERN RECYCLERS INC	400466	7/3/2025	FINANCE	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$34.68
			FIRE	BPO FIRE - WESTERN RECYCLERS - SHREDDING	\$52.00
			HR	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$17.32
			LIBRARY	BPO - LIB - RECYCLING SERVICES FEE	\$52.00
			POLICE	BPO PD SHREDDING SERVICES	\$52.00
			TRNSPN	BPO - PW OFFICE - SHREDDING SERVICES	\$17.00
WEX BANK	119948	7/10/2025	POLICE	BPO PD FUEL FOR UNMARKED DEPARTMENT VEHICLES	\$78.75
WSCCCE	119894	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$2,132.50
WSCFF EMPLOYEE BENEFIT TRUST DBA IAFF MERP	119883	7/10/2025	ADMSVC	Payroll Run 1 - Warrant 071025	\$5,200.00
ZACH THOMAS	119863	7/3/2025	POLICE	MEALS: Z. THOMAS BASIC HITORICAL CELL SITE ANALYSI	\$136.00
ZIEGLER BUILDING CENTER	119878	7/3/2025	TRNSPN	BPO - ST/TR - OPERATING/CONSTRUCTION SUPPLIES	\$306.78
Total					\$2,330,230.46



CITY COUNCIL MEETING AGENDA ITEM SUMMARY

ITEM TITLE CHANGE ORDER #2 – TR011 2025 STREET PRESERVATION – SEAL & FOG COAT (IFB-25-014)	AGENDA NO. VII. B. AGENDA DATE: July 28, 2025
ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.) The City Council approved, and the Mayor executed an agreement in the amount of \$599,883.65 with Herco, Inc. on May 12, 2025 to apply seal and fog coats, as well as quality patching, at various locations within the city. These projects are part of the city's annual Street Preservation Program focused on prolonging the service life of city streets and improving driving surfaces. A map has been provided for the council's reference. On June 5, 2025, the Public Works Director signed change order #1. This change order increased the location area on 13th Street from Park St to Idaho St, which increased the contract price by \$6,657.56. On July 7, 2025, change order #2 was received for final quantities adjustment for quality patching. The actual quantity of Quality Patch placed was 159.2% more than the estimated quantity. The estimated quantity was calculated based on replacing 3" and 4" sections to match existing thickness. Actual conditions required patching up to the 6" maximum in some locations where the existing pavement was thicker than estimated. There was also additional quality patching that exceeded the estimate due to unforeseen failing pavement in some locations. The price increase for change order #2 is \$110,071.12. This increase per the City's Purchasing Policy requires Council's approval and the Mayor's signature to execute.	
BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources) The original contract price for \$599,883.65, was programmed into the FY25 capital street preservation budget. The total amount of change order #1 and #2 (\$116,728.68) will increase the contract price to \$716,612.33. The capital budget was able to reallocate funds to street preservation from another project that will be using Traffic Impact Analysis funds.	
ACTION PROPOSED Staff recommends Council to approve and the Mayor to execute change order #2 in the amount of \$110,071.12, to Herco, Inc., and increase the total contract amount to \$716,612.33 for FY25 Street Preservation – Seal & Fog Coat.	

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CHANGE ORDER NO.: 2

Owner: City of Lewiston Owner's Project No.: TR011
 Engineer: Alannah Bailey
 Contractor: Herco, Inc.
 Project: IFB-25-014 2025 Street Preservation – Seal & Fog Coat
 Date Issued: July 7, 2025 Effective Date: Signature date of Authorized Owner

The Contract is modified as follows upon execution of this Change Order:

Description:

Final quantities adjustment as shown on the DRAFT pay estimate number one for SP.1, SP.2, and SP.3. The actual quantity of Quality Patch placed was 159.2% of the estimated quantity. The estimated quantity was calculated based on replacing 3" and 4" sections to match existing thickness. Actual conditions required patching up to the 6" maximum in some locations where the existing pavement was thicker than estimated. Quality Patch also exceeded the estimated area in some locations due to additional failing pavement since the original assessment. Adjustment:

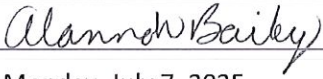
	<u>Estimate</u>	<u>Actual</u>
SP.1 Quality Patch (\$400/TON):	600	955.48
SP.2 Base Material & Excavation, 12" Depth (\$44/SY):	615	54.28
SP.3 Base Material (\$20/TON):	385	12.54

Attachments:

DRAFT pay estimate (July 7, 2025)

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>599,883.65</u>	Original Contract Times: Working Days Patch/Seal: <u>15/10</u> Substantial Completion: <u>08/22/2025</u> Ready for final payment: <u>08/29/2025</u>
Increase from previously approved Change Orders No. 1 to No. 1: \$ <u>6,657.56</u>	Unchanged from previously approved Change Orders No.0 to No. 0: Working Days Patch/Seal: _____ Substantial Completion: _____ Ready for final payment: _____
Contract Price prior to this Change Order: \$ <u>606,541.21</u>	Contract Times prior to this Change Order: Working Days Patch/Seal: <u>15/10</u> Substantial Completion: <u>08/22/2025</u> Ready for final payment: <u>08/29/2025</u>
Increase this Change Order: \$ <u>110,071.12</u>	Unchanged this Change Order: Working Days Patch/Seal: _____ Substantial Completion: _____ Ready for final payment: _____
Contract Price incorporating this Change Order: \$ <u>716,612.33</u>	Contract Times with all approved Change Orders: Working Days Patch/Seal: <u>15/10</u> Substantial Completion: <u>08/22/2025</u> Ready for final payment: <u>08/29/2025</u>

Recommended by Engineer

By: Alannah Bailey, Eng Project Supervisor
Signature: 
Date: Monday, July 7, 2025

Accepted by Contractor

Dee A Canning, Secretary/Treasurer

Monday, July 7, 2025

Authorized by Owner

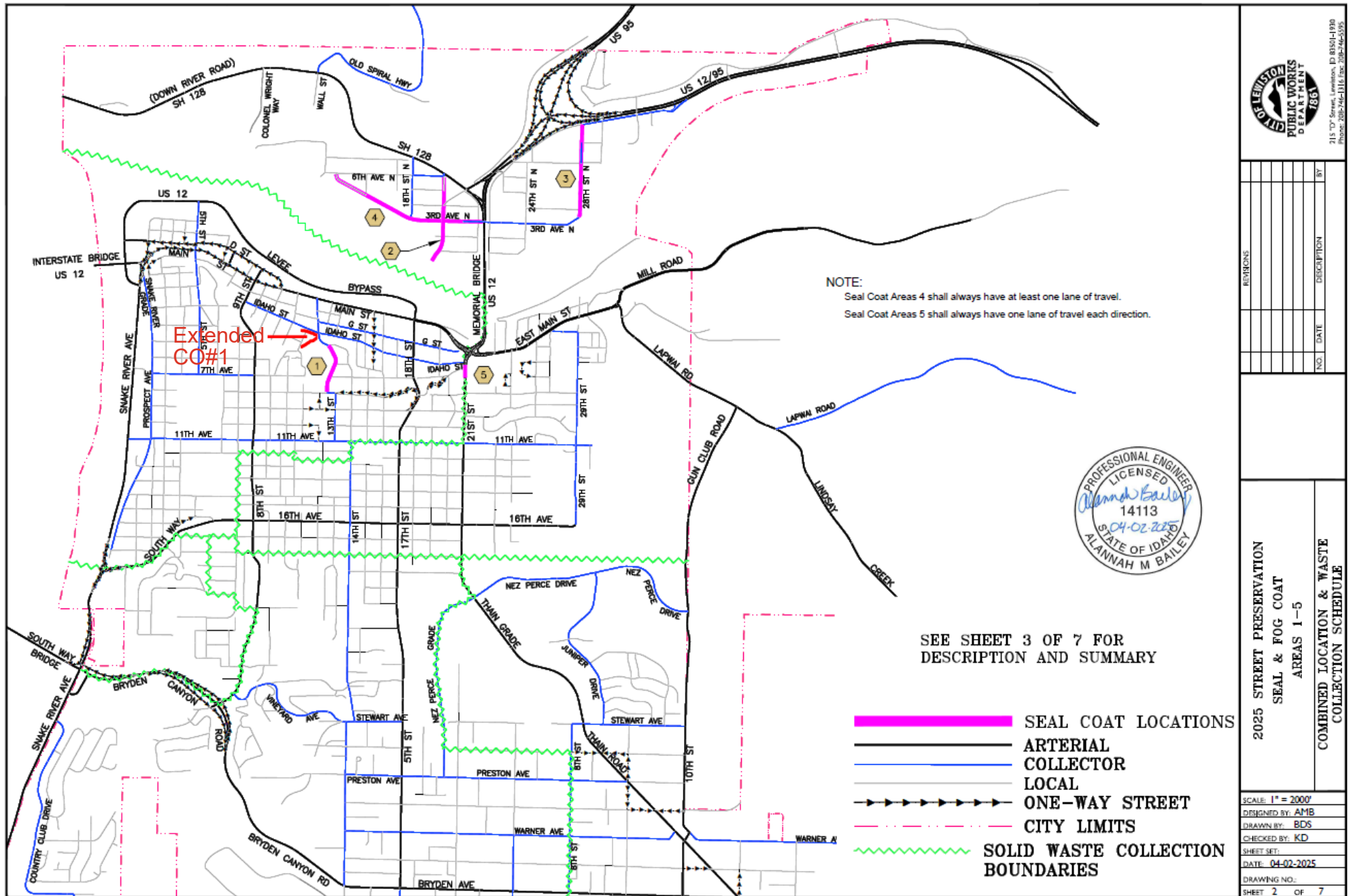
By: Daniel G. Johnson, Mayor
Signature: _____
Date: _____

Project: 2025 Street Preservation - Seal & Fog Coat (IFB-25-014)

Pay Estimate: (DRAFT)

Date: July 7, 2025

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	AMOUNT	ESTIMATE TO DATE		THIS ESTIMATE		Percent Complete
						QUANTITY	AMOUNT	QUANTITY	AMOUNT	
808.4.1.A.1	Seal Coat, 1/2 inch Class III CRS 2P	SY	45,107	\$3.50	\$157,874.50	0.00	\$0.00	0	\$0.00	0.0%
813.4.1.B.1	Fog Coat	SY	45,107	\$0.53	\$23,906.71	0.00	\$0.00	0	\$0.00	0.0%
1103.4.1.A.1	Construction Traffic Control	LS	1	\$125,000	\$125,000	0.00	\$0.00	0.00	\$0.00	0.0%
2010.4.1.A.1	Mobilization	LS	1	\$25,000	\$25,000	0.00	\$0.00	0.00	\$0.00	0.0%
SP.1	Quality Patch	TON	600	\$400	\$240,000	955.48	\$382,192.00	955.48	\$382,192.00	159.2%
SP.2	Base Material & Excavation, 12" Depth	SY	615	\$44	\$27,060	54.28	\$2,388.32	54.28	\$2,388.32	8.8%
SP.3	Base Material	TON	385	\$20	\$7,700	12.54	\$250.80	12.54	\$250.80	3.3%
Total Amount					\$606,541.21	\$384,831.12		\$384,831.12		63.4%



215 737 Seven & Lewiston, ID 83501-1930
 Phone: 208-746-1111 Fax: 208-746-5395

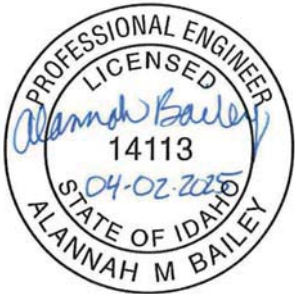
REVISIONS	NO.	DATE	DESCRIPTION	BY

2025 STREET PRESERVATION
 SEAL & FOG COAT
 AREAS 1-5
 COMBINED LOCATION & WASTE
 COLLECTION SCHEDULE

SCALE: 1" = 2000'
 DESIGNED BY: AMB
 DRAWN BY: BDS
 CHECKED BY: KD
 SHEET SET:
 DATE: 04-02-2025
 DRAWING NO.:
 SHEET 2 OF 7

REVISION 1
06/03/2025

2025 Seal & Fog Coat						
Area	Street Name	Location	Waste Collection Day	Activity	Unit	Quantity
1	13TH STREET	8th Ave to Park St Idaho St	Friday	1/2" CRS2P Chip Seal	SY	5,325 6,977
				Fog Seal	SY	5,325 6,977
2	20TH STREET NORTH	SEOR to 6th Ave N	Thursday	1/2" CRS2P Chip Seal	SY	8,960
				Fog Seal	SY	8,960
3	28TH STREET NORTH	150' S of 4th Ave N to Frontage Rdd	Thursday	1/2" CRS2P Chip Seal	SY	6,926
				Fog Seal	SY	6,926
4	3RD AVE NORTH	6th Ave N to US-12	Thursday	1/2" CRS2P Chip Seal	SY	20,743
				Fog Seal	SY	20,743
5	21ST STREET	270' S of 7th Ave to 60' N of 7th Ave	Thursday	1/2" CRS2P Chip Seal	SY	1,501
				Fog Seal	SY	1,501
						43,455





215 "D" Street, Lewiston, ID 83501-1930
Phone: 208-746-1316 Fax: 208-746-5595

REVISIONS	NO.	DATE	DESCRIPTION	BY

2025 STREET PRESERVATION
SEAL & FOG COAT
AREAS 1-4

QUANTITY SUMMARY & WASTE
COLLECTION DAYS

SCALE: 1" = 1500'

DESIGNED BY: AMB

DRAWN BY: BDS

CHECKED BY: KD

SHEET SET:

DATE: 04-02-2025

DRAWING NO.:

SHEET 3 OF 7

Page 196 of 204

City of Lewiston
Compensation Review Committee
Regular Meeting Agenda
April 24, 2025 - 4:00pm
Lewiston City Hall - Back Conference Room - 1134 F St

Committee Members present: Bob Blakey, Fred Fickenwirth, Hannah Liedkie via Zoom.
Absent: Sunshine Siebert.

Also present: Su Brown, Finance Director Aimee Gordon, and Accounting Supervisor Claire Blewett

- I. CALL TO ORDER
Mr. Blakey called the meeting to order at 4:06pm
- II. PLEDGE OF ALLEGIANCE
- III. CITIZEN COMMENTS
None
- IV. INTRODUCTIONS
- V. ACTIVE AGENDA
 - A. ELECTION OF OFFICERS
Mr. Fickenwirth nominates Mr. Blakey to be chair of the committee. Ms. Liedkie seconds. All in favor. Motion carries.
 - B. APPROVAL OF MAY 9, 2023 MINUTES
Ms. Liedkie moves to approve the minutes as presented. Mr. Fickenwirth seconds. All in favor. Motions carries.
 - C. REVIEW COMMITTEE PURPOSE
Chair Blakey presented the purpose of the commission due to his seat on that last commission in 2023. He outlined the process and mentioned that he feels that we can be more efficient and hold fewer meetings. He is sure that the commission can form a recommendation in less than three meetings.

Ms. Liedkie stated that she would prefer to have another meeting where real conversation can happen as she is attending via Zoom. She fully supports our current mayor and wants the compensation to be more commensurate with the salaries of the directors that the mayor supervises.

The commission discussed the strategy of attracting good candidates to run for mayor and paying them what they're worth. Discussed including a recommendation to adjust the pay in 2027 (the next time the commission meets) if a new mayor is in office and is performing at a different level.

The commission discussed how the council is compensated and the tools they are given to do the job (ipads, etc).

The commission discussed giving the mayor the same pay increase that city staff receive each year and also discussed recommending a larger salary that could be split with an administrator if one were hired. Director Gordon advised that she believed they could make a recommendation that could include a different structure than what is current and if Council wanted to accept that recommendation, it would be Council's responsibility to update the city code should they adopt that option. There could also be a clause that outlines how the mayor would be paid with and without a city administrator.

D. FACTORS FOR RECOMMENDATION

The commission made a request of Director Gordon to update the Position & Salary Information worksheet provided to the Commission of other City Officials of comparable cities within Idaho. The commission also requested to see the compensation for city directors. Director Gordon will provide them with the nonrep pay scale.

E. ESTABLISH TIMELINE AND FUTURE MEETINGS

Next meetings:

Wednesday, April 30th at 1:30p

Thursday, May 1st at 4:00p

Monday, May 5th at 3:30p if needed.

Finance Director Gordon and Accounting Supervisor Blewett will make sure the agendas are created and posted. Special meetings require a 24 hour notice prior to the meeting.

VI. ADJOURNMENT

Ms. Brown will be recommended to be officially appointed to this commission at the April 28th council meeting.

Chair Blakey moves to adjourn the meeting. Mr. Fickenwirth seconds. Meeting adjourned 4:53p.

Lewiston Compensation Review Committee
REGULAR MEETING AGENDA
April 30, 2025 – 1:30pm
Lewiston City Hall - Back Conference Room – 1134 F St

commission Members present: Chair Bob Blakey, Su Brown, Fred Fickenwirth, Hannah Liedkie. Absent: Sunshine Siebert.

Also present: Accounting Supervisor Claire Blewett

I. CALL TO ORDER

Chair Blakey called the meeting to order at 1:32pm.

II. PLEDGE OF ALLEGIANCE

III. CITIZEN COMMENTS

None.

IV. ACTIVE AGENDA

A. APPROVAL OF APRIL 24, 2025 MINUTES - ACTION ITEM

Corrections needed: correct the spelling of “Fickenwirth” and “Su”; Under Adjournment, verbiage should be changed to reflect “Recommended to be officially appointed” instead of “officially appointed”; Move Su Brown to “Also Present”

Mr. Fickenwirth moves to accept the minutes with the corrections. Chair Blakey seconds. All in favor. Motion carries.

B. RECOMMENDATION OF COUNCIL AND MAYOR SALARY

The commission discussed their recommendations for adjusting the salaries of both the mayor and city council members. Chair Blakey proposed separate recommendations for each role, which the prior commission used. The commission acknowledged that the mayor's current compensation is inadequate, even with a proposed 5% increase. Members discussed creating a pay scale with step increases and cost-of-living adjustments (COLA) to attract and retain qualified candidates. Concerns were raised about balancing fair compensation for the current mayor while considering future officeholders. Ms. Liedkie emphasized the importance of offering a competitive salary to attract experienced candidates.

Discussion regarding council salaries noted that the current monthly pay of \$700 is insufficient. Chair Blakey moved to increase council members' salaries to \$720 per month and the council president's to \$850 per month, both with annual COLA adjustments. Mr. Fickenwirth seconded the motion.

Discussion regarding Chair Blakey's motion included concerns about not having a way to evaluate performance, and the need for a salary scale reflecting tenure or additional responsibilities like the role of Council President.

Chair Blakey called the motion to question to cease discussion and requested a vote. Chair Blakey and Mr. Fickenwirth voted in favor. Ms. Brown and Ms. Liedkie did not. Motion failed.

Chair Blakey withdrew his original motion.

Mr. Fickenwirth agreed to develop a salary scale model starting at \$720 for council members and \$850 for the council president, incorporating 5% incremental increases.

Further discussion about the mayor's salary for the upcoming fiscal year: Ms. Brown would like to see a salary of \$120,000, and Mr. Fickenwirth proposed a range between the high \$80,000s to low \$90,000s. Ms. Liedkie and Chair Blakey were in agreement that a pay grade similar to O on the city's pay scale would be fair.

V. ADJOURNMENT

Chair Blakey moves to adjourn the meeting at 2:45 due to time constraints. Meeting adjourned at 2:45pm.

Lewiston Compensation Review Committee
REGULAR MEETING AGENDA
May 1, 2025 - 4:00pm
Lewiston City Hall - Back Conference Room - 1134 F St

Members Present: Chair Bob Blakey, Su Brown, Fred Fickenwirth, Hannah Liedkie.
Absent: Sunshine Siebert

Also present: Accounting Supervisor Claire Blewett

- I. CALL TO ORDER
Meeting called to order at 4:01pm.
- II. PLEDGE OF ALLEGIANCE
- III. CITIZEN COMMENTS
None.
- IV. ACTIVE AGENDA
 - A. APPROVAL OF 4/30 MINUTES - ACTION ITEM
Correction needed: Add in a verbiage regarding Chair Blakey withdrawing his motion.
Chair Blakey moves to approve with correction. Ms. Brown seconds. All in favor.
Motion carries.
 - B. RECOMMENDATION ON COUNCIL & MAYOR SALARY - ACTION ITEM
Mr. Fickenwirth presented a proposed pay scale reflecting a 4.5% increase at each step. The committee discussed how the annual COLA (Cost of Living Adjustment) would be factored in. Ms. Liedkie suggested developing a formal policy for the scale. Chair Blakey recommended separating the COLA from the step increase and applying only the 1.75% step increase to the scale, with the COLA to be added once established. The committee also agreed that newly elected council members and council presidents should begin at Step 1 of the scale. A revised scale showing only the 1.75% step increase will be prepared for review, with COLA adjustments to be added later.

Discussion followed regarding whether step increases should occur annually (as they do for staff) or at the start of each new term. Ms. Liedkie expressed interest in a shorter, 5-step scale if increases are tied to terms, to avoid minimal growth over a four-year period—particularly in relation to the mayor's pay. The committee agreed that council members and the mayor would receive a step increase at the two-year mark, representing a 3.5% pay increase.

The committee also agreed that newly elected council members and council presidents would begin at Step 1 of the scale.

Motion:

Ms. Liedkie moved to adopt a council pay structure as follows: council members to start at \$720, council president at \$850, with a 3.5% step increase every two years, an annual COLA, a five-step pay scale, and new council members beginning at Step 1.

Chair Blakey requested a roll call vote:

- Ms. Liedkie: Aye
- Mr. Fickenwirth: Aye
- Ms. Brown: Aye
- Chair Blakey: Aye

Motion carries unanimously.

Mayor Salary

Ms. Brown expressed opposition to placing the mayor on a pay scale. Chair Blakey advocated for a performance review process. Ms. Liedkie noted that at the state level, citizen groups conduct such reviews. Discussion followed on methods of evaluation and varying levels of mayoral performance.

Chair Blakey supported a pay scale with annual step increases for the mayor, and Ms. Liedkie agreed, citing its motivational value for potential candidates. Ms. Liedkie preferred the dollar amount in Pay Grade O, Step 3 as the starting point for Step 1 in the proposed scale. Additional discussion followed regarding the mayor's duties and potential future candidates.

Motion:

Mr. Fickenwirth moved to set the starting salary for a mayor at \$90,000 with an annual COLA and a 1.75% step increase each year. Chair Blakey seconded the motion.

Discussion:

Ms. Brown sought clarification that the proposed scale applies only to a new mayor and stated that the current mayor should earn more than \$90,000. Chair Blakey opposed increasing the starting salary further due to the upcoming election and the possibility of a new mayor.

Chair Blakey requested a roll call vote:

- Mr. Fickenwirth: Aye
- Chair Blakey: Aye
- Ms. Liedkie: Aye

- Ms. Brown: Nay

Motion carries.

The committee discussed whether to recommend hiring a city administrator. While the need for a competitive salary and available budget was acknowledged, concerns were raised about funding. It was noted that the current mayor is performing duties equivalent to both the mayor and city administrator. However, strong leadership is emerging at the director level, and the committee questioned whether an administrator is necessary.

Motion:

Ms. Brown moved to recommend a salary of \$106,303.30 for the current mayor in FY26. This dollar amount aligns with a step 4 or step 5 of a draft pay scale Mr. Fickenwirth created during the meeting. Ms. Liedkie seconded the motion.

Chair Blakey requested a roll call vote:

- Ms. Brown: Aye
- Mr. Fickenwirth: Aye
- Ms. Liedkie: Aye
- Chair Blakey: Nay

Motion carries.

Chair Blakey volunteered to present the committee's recommendation at the May 12th City Council meeting. Mr. Fickenwirth confirmed he will attend, and Ms. Liedkie will try to attend. Ms. Brown expressed willingness to participate in the presentation.

V. ADJOURNMENT

Chair Blakey moves to adjourn the meeting at 5:00pm. Ms. Brown seconds. All in favor. Meeting adjourned. The meeting on May 5th was deemed no longer necessary and cancelled.

City of Lewiston Compensation Review Committee - May 2025

Mayor Salary

Step 1 Salary:	\$90,000.00
Increase Percentage:	4.25/1.75

Annual Salary, not including Cost of Living Adjustment.

Steps in 1 year increments.

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Annual	\$90,000.00	\$93,825.00	\$97,812.56	\$101,969.60	\$106,303.30	\$108,163.61	\$110,056.48	\$111,982.46	\$113,942.16	\$115,936.14

Council Member Salary

Step 1 Salary:	\$720.00
Increase Percentage:	3.5

Monthly Salary, not including Cost of Living Adjustment.

Steps in 2 year increments.

	Step 1	Step 2	Step 3	Step 4	Step 5
Monthly	\$720.00	\$745.20	\$771.28	\$798.28	\$826.22

Council President Salary

Step 1 Salary:	\$850.00
Increase Percentage:	3.5

Monthly Salary, not including Cost of Living Adjustment.

Steps in 2 year increments.

	Step 1	Step 2	Step 3	Step 4	Step 5
Monthly	\$850.00	\$879.75	\$910.54	\$942.41	\$975.39